



# LANDSCAPE MAINTENANCE & MANAGEMENT PLAN

**NEW RETAIL FOODSTORE  
NEWFOUNDLAND ROAD  
DEEPCUT  
CAMBERLEY  
GU16 6SJ**

**Document date: 24<sup>th</sup> Oct 2023**

**Document ref: PJC.1280.006 Rev -**

**Sussex Office**  
Rocks Yard, Victoria Road  
Herstmonceux, East Sussex.  
BN27 4TQ.

**PJC Consultancy Ltd**  
[www.pjcconsultancy.com](http://www.pjcconsultancy.com)  
[contact@pjcconsultancy.com](mailto:contact@pjcconsultancy.com)  
01233 225365 - 01323 832120

**Kent Office**  
The Mill Business Park  
Maidstone Road, Ashford, Kent.  
TN26 1AE.



**This report has been prepared by**  
**PJC Consultancy Ltd**  
**on behalf of**  
**NEWFOUNDLAND DEVELOPMENTS LTD**

<b>Table of Amendments:</b>			
SECTION / PARAGRAPH	REVISION	DESCRIPTION	DATE



## CONTENTS

### SOFT LANDSCAPE MAINTENANCE & MANAGEMENT

1. INTRODUCTION
2. LANDSCAPE MANAGEMENT OBJECTIVES
3. MAINTENANCE SPECIFICATION
4. GENERAL GUIDANCE / CHECKS FOR THE APPOINTED LANDSCAPE  
AFTERCARE CONTRACTOR (ALAC)

### REFERENCE DOCUMENTS:

1. PJC/1280-001 – LANDSCAPE GENERAL ARRANGEMENT PLAN
2. PJC/1280-002 – LANDSCAPE DETAILED PLANTING PLAN
3. PJC/1280-003 – LANDSCAPE DETAIL: TREE PIT DETAIL
4. PJC/1280-004 – LANDSCAPE & ECOLOGICAL ENHANCEMENT PLAN FOR BIODIVERSITY
5. PJC/1280-005 – SOFT LANDSCAPE SPECIFICATION
6. PJC/1280-006 – LANDSCAPE MAINTENANCE & MANAGEMENT PLAN



## LANDSCAPE MAINTENANCE & MANAGEMENT

### 1. INTRODUCTION

#### A. FORMAT OF THE MANAGEMENT & MAINTENANCE PLAN.

This plan sets out general principles and quality standards required for the installation of softworks and of the long-term landscape management operations. It includes:

- Design Intentions
- Aims of the management and maintenance plan
- Management objectives
- Detailed maintenance specification

B. DRAWINGS: this report is to be read in conjunction with the following drawings / reports as set out on **PAGE 3** – REFERENCE DOCUMENTS.

**PJC/1280-001 – LANDSCAPE GENERAL ARRANGEMENT PLAN**

**PJC/1280-002 – LANDSCAPE DETAILED PLANTING PLAN**

**PJC/1280-003 – LANDSCAPE DETAIL: TREE PIT DETAIL**

**PJC/1280-005 – SOFT LANDSCAPE SPECIFICATION**

The report and the above drawings are to be used by the maintenance team to produce a detailed programme of maintenance works. It should also form the basis for periodic (annual) reviews and evaluation of actual maintenance works.

#### C. DESIGN INTENTION

The design intention of the proposed soft landscape is based on softening and grounding the proposed retain foodstore scheme within its setting and the surrounding landscape while offering enhancements to biodiversity with tree planting and increased habitat creation.

Proposed soft landscaping aims to settle the change of use within the existing landscape of mature trees and self set trees while allowing offering low maintenance planting and native hedge planting. Proposed native tree planting further adds to the mature treescape and offers mitigation for removed trees. A wildflower seeding treatment and species rich turf keep a soft naturalised feel to the surrounding landscape.



#### D. SOFT LANDSCAPE AREAS OF FOCUS

All areas shown within the General Arrangement Landscape Plan are covered by this maintenance & management plan.

#### E. AIMS OF THE MAINTENANCE & MANAGEMENT PLAN

The aim of this maintenance & management plan is to ensure that the vision held during landscape design stage, as steered by a design brief can be achieved through a long term, co-ordinated and informed approach to landscape management.

## 2. LANDSCAPE MANAGEMENT OBJECTIVES

#### A. THE ESTABLISHMENT PERIOD

A one-year aftercare maintenance period is required immediately following landscaping works, including all planting. Once completed and signed off by the client with Practical Completion date issued, the implementation of regular landscape maintenance is to start for healthy establishment in year 5.

During this period the Appointed Landscape Aftercare Contractor (ALAC) is responsible for all horticultural maintenance operations to encourage healthy establishment and development, including all shrubs and perennials, which have failed to flourish. At the end of each one-year aftercare period, any failures or defects in the soft landscaping due to material or workmanship failings will be highlighted and rectified within the next appropriate season.

Following the completion of 5 years maintenance regime of the scheme, a report produced by the (ALAC) team is to offer updates / details of the establishment in order to form detailed programme of maintenance works for the next 5 Years, forming the basis for periodic (annual & 5 year) reviews and evaluation of actual maintenance works.



## B. ACCESS

The ALAC will be able to access the site freely but should notify the contract manager prior to works with an outline visits schedule at the start of each season.

## C. FACILITIES

All ALAC teams are required to log each maintenance visit and report works completed as guided by site maintenance and management report. Local facilities and resources put in place to aid efficient maintenance, namely mains water access are to be used responsibly and sparingly with liability placed at the hand of the ALAC should damage or miss use be noted by contract management.

## D. MAINTENANCE OBJECTIVES FOR SOFT LANDSCAPE - GENERALLY

- Apply good horticultural and ecological practice to all operations within entire landscape with care to enhance all wider landscape features during on-going maintenance of installed features / planting.
- Promote healthy growth and establishment of all shrub, herbaceous & perennial plants.
- Ensure consistent control of invasive weeds across the entire site.
- Promote optimum display and flowering periods and stem colour through best practice pruning techniques dependant upon species and location.
- Ensure development of optimum plant form, shape, and planting density. Action required thinning within planting where required if maintenance access becomes limited by growth.
- Provide protection against pests and diseases as required whenever symptoms are discovered.
- Promote wildlife value and species diversity where appropriate, checking on potential nesting environments prior to any maintenance works to ensure no disturbance occurs.
- Ensure long term commitment to replacement of defective plant material in line with original design specification as outlined within detailed planting plans.



## E. LANDSCAPE COMPONENTS WITH SPECIFIC MANAGEMENT OBJECTIVES

### 1. **Trees planted as standards within the landscape:**

- Ensure that good horticultural practice is employed to encourage long term health and vitality of all planted tree stock.
- Ensure that sufficient watering of tree stock is completed with regular frequency. Approx. 45lt per tree each week during the dry growing season. (Typically late May to late September)
- Ensure that all guards, staking, and ties are checked frequently to ensure effectiveness and to prevent any rubbing or prohibitive growth.
- Tree staking to be removed following three Winter seasons providing the tree is not loose.
- Ensure well-balanced crowns and natural shape within individual environments.
- Ensure tree, shrub and hedge pruning is ONLY actioned OUT of the bird nesting season which can fluctuate from year to year but is primarily between March and September.

### 2. **Feathered / Multi-stem specimen trees, whips and shrub / perennial planting.**

- Ensure that good horticultural practice is employed to encourage long-term health and vitality of all planted stock.
- Ensure that sufficient watering of stock is completed with regular frequency. Approx. 5 - 40lt per item each week during the very dry growing season. (Typically late June to late August)
- Ensure that all guards, staking, and ties are checked frequently to ensure effectiveness and to prevent any rubbing or prohibitive growth, including rabbit guards on Standard tree planting.
- All hedgerow guards to be removed following **four** Winter seasons to allow open establishment of the hedgerow to form.
- Ensure well-balanced crowns and natural shape within individual environments.
- Ensure tree, shrub and hedge pruning is ONLY actioned OUT of the bird nesting season which can fluctuate from year to year but is primarily between March and September.
- Once established, planting may require formative crown pruning to develop into healthy established forms. Where competition forces unsustainable leggy growth, localised



thinning of plant stock is recommended to promote long-term healthy group establishment.

- Maintain a clean and safe environment free from all litter within the planting areas.
- Ensure use of organic bark mulch to single species hedgerows along with all planting and all trees where possible which minimise the use of chemicals to suppress and control weed growth.

### 3. **Grassland. – Species Rich Grassland - Turf**

- Ensure that good horticultural practice is employed to encourage long-term health and vitality of all grassland areas through the minimal use of plant machinery within the landscape during all maintenance practices.
- Mulch mow **Species Rich Lawn Turf** areas between June & November totalling 10-12 cuts per season. (Approximately every two / three weeks within the growing season subject to weather / growth rate etc.)
- Lawn areas to be cut to an approx.. height of 65mm
- Control any invasive weeds twice a year in April & September to ensure non-establishment within grass sward.
- Maintain a clean and safe environment free from all litter across grassland landscape.
- Control any invasive weeds twice a year in April & September to ensure non-establishment within grass sward.
- Maintain a clean and safe environment free from all litter across grassland landscape.

### 4. **Wildflower cutting. WILDFLOWER LANDSCAPE TREATMENT - SHADE MIX**

- Ensure that good horticultural practice is employed to encourage long-term health and vitality of the wildflower mix.
- First Year. The requirements in the first year are to control weeds and reduce competition from grasses. Cut the sward to a height of 5cm every two months or when the sward reaches 15cm. Remove all cut material to avoid smothering the sward.
- Further Maintenance. The sward should be established after the first 12 months and contain a diverse range of species. Cut to a height of 80mm during March/April and remove all cuttings. A second cut should take place at the end of the season around September to a height of 25mm. Remove all cuttings.





- Control any invasive weeds twice a year in April & September to ensure non-establishment within grass sward.
- No fertilizer is needed.
- Once established very little maintenance is required, however in the autumn it is important to cut the plants and remove these cuttings. This can be done by strimming and raking, or using a mower and collecting the cuttings. Make sure these tools are sharp. Cutting the plants back to 1 to 2 inches (25mm to 50mm) in height is an important part of their life cycle and ensures that re-growth and species diversity will continue year on year.
- The cut and remove should be carried out from late summer, ideally after the plants have set and shed their seed. Not only does this tidy up the area for the winter but it stops the senesced summer growth from covering the growing plant in a layer of rotting plant material. If left this material becomes adverse competition for the plants and re-introduces nutrients in the form of 'composting' plant material.
- After the autumn it is important to remove all leaf litter that falls on the area. If the areas are shaded by trees, ensure that fallen twigs and leaves are removed throughout the autumn period.
- Timings can vary to suit the required look of the site, but thought should be given to the fauna in the habitat on site. Cutting only half of the meadow area at one time will give time for fauna to migrate to the uncut meadow. Allow some regrowth of the cut area before cutting the second half. But aim to have finished all cutting by the end of the first week of October.
- Over time alternate the areas that are cut early and the areas that are left as this will benefit species diversity.



### 3. MAINTENANCE SPECIFICATION

#### 3.1. MAINTENANCE

The following specification items are to be addressed within long term landscape maintenance contract carried out by ALAC.

The ALAC will be required to apply their expertise in relating the specification items below and general landscape objections above to produce an annual programme of maintenance work. While using this document as a source of reference.

#### 3.2. TREES, HEDGES & AMENITY SHRUB / HERBACEOUS PLANTING

##### 3.2.1. Watering

- All planting to receive watering for a minimum of the first 3 growing seasons.
- Ensure sufficient water is applied to maintain healthy growth; taking into account published meteorological data on rainfall for any given period, in particular in periods of Spring drought (April, May & June)

- Quantity:

TREES:

Heavy standard trees require an approx. 45lts per tree per application.

Large Feathered trees require an approx. 40lts per tree per application.

Select Standard Fruiting trees require an approx.. 20lts per tree per app

Whips: Wet soil to full rooting depth. Approx. 5lt per application.

##### 3.2.2. Weed control

- Planting areas shall be kept clear of weed growth for the full 5 year maintenance period with grass growth kept to between 10 – 15cm.
- Tree and plant stem protection during weed control: Do not allow nylon filament rotary cutters, sequential blade movement or other mechanical tools closer than 200mm of planted stock stem to protect from accidental damage.
- Weed control is to be achieved by hand with no use of herbicide application within the raised planters.



### 3.2.3. Organic Bark Mulch (Medium Grade)

- Depth required: top up mulch to a minimum thickness of 75mm within all planting areas.
- Mulch overflow and debris on adjacent surfaces: Remove any weed plant material and debris from neighbouring hard surfaces and return to planted areas.
- MATERIAL: Medium Grade Organic Bark Mulch – [Bourne Amenities](#).

Or similar approved

### 3.2.4. Fertiliser

- ‘Enmag’ or similar approved slow release fertiliser to be spread over planted areas in accordance with manufacturer’s instructions. Apply single application between March and May for the first 3 years after planting.

### 3.2.5. General (tree & shrub guards / staking systems):

- Trees & shrubs shall be maintained in a firm position in the ground following any frost heave or high winds. All stakes and ties shall be checked regularly during each site visit of ALAC.
- Inspection for any missing guards shall be carried out upon each visit. Any missing guards are to be replaced immediately.
- Inspect all of the trees twice a year for sufficient healthy movement within the tree tie systems. Adjust accordingly where required. Tree tie systems should be in place for a minimum of 5 years following planting with their staking system remaining and checked each visit.

### 3.2.6. Pruning generally

- Pruning to be carried out in accordance with good horticultural and arboricultural practice.
- Appearance: Trim individual trees and plants as appropriate to species, location and season to leave a well balanced natural shape.
- All / Any fruiting trees will require specialist pruning.
- Cutting: appropriate clean sharp tools. Clean cuts back to sound wood (as per BS 3998:2010);



- Do not use growth retardants, fungicides or sealant.
- Disposal of arising's: All woody green waste is to be removed from the landscape by the ALAC following pruning works.

#### 3.2.7. Pruning of trees

- Pruning to be carried out in accordance with good horticultural and arboricultural practice (BS 3998:2010).
- Appearance: Trees to maintain a well-balanced natural appearance; remove any suckers or basal growth. Cut back level with source stem or root.
- Chainsaw work: operative's part of the ALAC's must hold a certificate of competence.
- Timing: Prune between leaf fall and mid winter in accordance with good horticultural and arboricultural practice.
- Disposal of arising's: All woody green waste is to be removed from the landscape by the ALAC following pruning works.

#### 3.2.8. Pruning of woody shrubs & whips

- At the end of the growing season, check all shrubs and remove all dead foliage, dead wood and broken/damaged branches and stems.
- **Detailed consideration to be paid to Cornus species within the proposed planting to ensure pruning at the correct time of year to promote winter stem colour.**
- Disposal of arising's: All woody green waste is to be removed from the landscape by the ALAC following pruning works.
- Timing: Prune between leaf fall and mid winter in accordance with good horticultural and arboricultural practice.

#### 3.2.9. Pruning of hedges & shrub species of note.

##### UK Native mixed species Hedge

- Timing: Hedge trimming should be done once a year.
- First Cut: Late summer (end of September)
- Once established the hedge to be maintained to a height of 1.6m.
- Form: Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.



#### UK Native mixed species Hedge

- Timing: Hedge trimming should be done once a year.
- First Cut: Late summer (end of September)
- Once established the hedge to be maintained to a height of 1.6m.
- Form: Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.

#### Acer campestre Hedge

- Timing: Hedge trimming should be done once a year.
- First Cut: Late summer (end of September)
- Once established the hedge to be maintained to a height of 1.0m.
- Form: Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.

#### Taxus baccata Hedge

- Timing: Hedge trimming should be done twice a year.
- First Cut: Tip trim the leading and main lateral shoots in early June
- Second Cut: Prune back and shape in late September.
- It is important to prune at the right time, so as not to remove new growing shoots.
- Once established the hedge to be maintained to a height of 1.0m – 1.2m
- Form: Allow to reach planned dimensions only by gradual degrees, depending on growth rate and habit.

#### Cornus sanguinea Cornus sanguinea 'Winter Beauty' Shrub feature

- Timing: Do Not prune back in the first two years following installation to allow healthy establishment.
- Prune shrub stems back hard in March each year.
- New growth through the spring and summer will have the most colour to their stems when shown in winter after leaf fall.
- Once established the shrubs are to be maintained through annual pruning to a height of 1.0m – 1.2m through the growing season.
- It is important to prune at the right time.



### 3.2.10. Reinstatement

Where planting stock has failed, remove dead plants as soon as possible and replace in the next possible planting season to an appropriate scale.

## 4. GENERAL GUIDANCE & CHECKS FOR THE APPOINTED LANDSCAPE AFTERCARE CONTRACTOR (ALAC)

- Litter control. Collect and dispose of gathered litter off site at each visit.
- Weed control by various methods across the landscape to ensure general landscape tidiness.
- Apply liquid or slow release feeds to soft landscape plots at appropriate seasons within the year.
- Water each item of planting stock to soak topsoil to root depths.
- Apply top-up organic bark mulch to native hedgerow. A minimum of 75mm of mulch should be present during the growing season.
- Check and firm each stock item to ensure stability within the ground especially following high winds and frosts.
- Maintain and adjust all guards and tree tie systems as required.
- Clean and tidy the site to maintain hard surfaces free of debris and wind blown mulch, weeds and litter.
- Maintain a healthy growing environment for all planted species to thrive.



### BRITISH STANDARDS of note.

- BS 4428:1989 guide of practice for general landscape operations (excluding hard surfaces)
- BS 3936-1:1992 Nursery stock specification for trees and shrubs
- BS 3998:2010 Tree Work. Recommendations.
- BS 5837:2012 Trees in relation to design, demolition and construction. Plus conforming to arboricultural method statements.
- BS 8545:2014 Trees: from nursery to independence in the landscape. Recommendations
- ASTM D5268 – 13 Standard Specification for Topsoil Used for Landscaping Purposes

# PJC



## CONTACT DETAILS

### Sussex Office:

Rocks Yard  
Victoria Road  
Herstmonceux  
Hailsham  
East Sussex  
BN27 4TQ

Tel: 01323 832120

### Kent Office:

The Mill Business Park  
Maidstone Road  
Ashford  
Kent  
TN26 1AE

Tel: 01233 225365

**Author: Timothy Ruffles**

**Date: 24 .10.2023**

**E-mail:** [Contact@pjconsultancy.com](mailto:Contact@pjconsultancy.com)