
**HERTFORD THEATRE, HERTFORD
LANDSCAPE MAINTENANCE AND MANAGEMENT PLAN**

MAY 2021

D2823

ISSUE SHEET

JOB NAME: HERTFORD THEATRE, HERTFORD
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CONTENTS

- 1.0 Objectives
- 2.0 Trees
- 3.0 Shrub Planting
- 4.0 Herbaceous Planting
- 5.0 Grass and Meadow
- 6.0 Marginal Plant Maintenance
- 7.0 Climbing Plants
- 8.0 Hard Landscape

APPENDIX 1

Annual maintenance programme

LANDSCAPE MANAGEMENT AND MAINTENANCE

1.0 OBJECTIVES

Generally, the landscape objectives for Hertford Theatre Site are:

- To provide a well maintained and welcoming environment for visitors that encourages all to enjoy the external environment.
- To maintain the landscape structure established by the planting plans for the site, allowing it to develop to maturity and reflect the design intent.
- To control invasive and undesirable species.
- To undertake essential tree works to ensure that newly planted trees grow to maturity in a healthy state.
- To ensure that existing trees adjacent to the site are monitored so that adjacent owners can be informed of potential risks.

This is not a detailed specification but is intended to give an overview of the maintenance requirements. These are not different or more onerous than what might reasonably be expected to provide appropriate maintenance for any planting.

Health and Safety

All work undertaken on the site by contractors, volunteers or direct employees must comply with the appropriate legislation relating to health and safety and the control of hazardous substances.

2.0 TREES

Generally, all works that affect trees or structures likely to harbour nesting birds or bat roosts are subject to the advice of an appropriately qualified ecologist.

All works should be in accordance with BS3998 and Forestry and Arboricultural Training and Safety Council Safety Guides. All operatives undertaking chainsaw work must hold appropriate certification and should be approved members of the Arboricultural Association.

Tree Inspection

Inspect the planted trees at regular intervals (assumed to be once per year) to maintain the longevity of the tree stock and identify any remedial work required. Remove all stakes and ties after year 2. Reduce and shape crowns as necessary at years 2, 5 and subsequently every 5 years on an as needs basis.

Tree Stakes and Ties

Check the condition of Tree Anchors or Ties twice per year. Further inspections should be carried out immediately after strong winds. Any loose ties or anchors should be replaced or loosened to allow for growth.

Refirming Trees

Carry out after strong winds, frost heave and other disturbances.

Formative Pruning

Formative Pruning of young trees – This work should be undertaken to ensure the successful establishment of the trees. The works should not be carried out during

the late winter/early spring sap flow period.

Extensive pruning of young trees and any surgery to larger trees must be carried out by an approved member of the Arboricultural Association or other approved specialist.

Cleaning Out and Dead wooding

Remove:

- Dead, dying, or diseased wood, broken branches and stubs.
- Fungal growths and fruiting bodies.
- Rubbish, wind blown or accumulated in branch forks.
- Wires, clamps, boards and metal objects, if removable without causing further damage and not part of a support structure that is to be retained.
- Climbing plants.

Crown Reduction/Shaping

In general cut back selectively to lateral or sublateral buds or branches to retain flowing branch lines without leaving stumps. Agree works before commencement with Estate Management Team.

Crown Lifting

Removing branches: remove whole branches back to the stem, or cut lower portions of branches back to lateral or sublateral buds or branches to achieve agreed clearances. Do not leave stumps.

Crown Thinning

Remove inward growing, crossing, rubbing, dead and damaged branches to develop and maintain a uniform appearance with a well balanced structure of branches and foliage. When thinning selectively remove an agreed percentage of secondary and small live branch growth evenly throughout the crown. When cutting make no cuts of more than 50mm diameter. Cut portions of branches back to lateral or sublateral buds or branches without leaving stumps.

3.0 SHRUB PLANTING

Generally, shrub planting should be allowed to develop to create natural soft forms with a closed canopy that prevents weed growth. The planted areas should be kept clear of all fallen flowers, leaves, litter and other debris. Pruning should be carried out to build a strong framework, keeping shrubs healthy and vigorous, maintaining their shape and balance, ensuring the maximum amount of flowering wood is produced and that the shrubs do not create a nuisance or danger.

General Maintenance

Remove, using correct horticultural practices, all fallen flowers, leaves and other debris. All cultivated areas shall be cleared of litter and other debris. Prune shrubs in order to prevent obstructions to paths, roads, signs, steps, sight lines, windows, doors and other similar situations. Check for and remove all dead, damaged, infested, reverted or diseased branches and stems using correct horticultural practices.

Pruning

Pruning should be carried out to the highest horticultural standards using secateurs, loppers and other methods as agreed with the Management Team. Cuts should be made to an outward pointing bud. Suckers should be removed at their source on the roots of affected shrubs. Reverted branches shall be treated in a similar manner. All areas adjoining footpaths and other surfaces shall be swept/raked following pruning works at the end of each work period, leaving the area neat and tidy.

If a shrub is winter berry-bearing, pruning shall not be carried out until March, or until there are no berries remaining (whichever is the sooner). When pruning is undertaken, care shall be taken to leave as many berries as possible and at least 60mm of the previous year's growth, to allow flowering the following year.

All dead flower heads shall be removed to maintain display and keep a well cared for appearance. Areas of shrub beds not covered by shrub growth should be cultivated to relieve areas of compaction to a depth of 75mm. Care should be taken not to damage or disturb roots, branches and stems and avoid excessive treading of the surface.

Mulching

Bark mulch should be topped up to maintain the designed depth once every 2 years.

Pruning Schedule

Slow Growing Specimen

If pruning is required, it will only involve light shaping and shall be carried out between February and March.

Spring Flowering

All wood which has borne flowers should be removed. Young wood should be retained to ripen and produce flowers in the following year. Thin out crowded and crossing shoots and remove weak growth. Pruning shall be carried out after flowering in May to July.

Most Deciduous/Vigorous Evergreen

One or two old stems shall be removed completely and the younger flowering shoots shall be cut back to the fresh growth of the main branches. Thin out crowded and crossing shoots and remove weak growth. Pruning shall be carried out between November and March.

Under Windows

If a shrub has been cut back hard in the previous year to clear an obstruction then, at the following pruning, the branches should be reduced to a point just above the last pruning cuts.

If a shrub is forming a dense block just below window height, then reduce back into old wood, aiming to leave a well-thinned framework of younger wood no higher than half the distance between the ground surface and the bottom of the window.

LANDSCAPE MANAGEMENT AND MAINTENANCE

4.0 HERBACEOUS PLANTING

Generally, herbaceous planting should be allowed to develop to create effective ground cover with each species developing and flowering. Herbaceous planting should be kept clear of weeds by hoe, fork or hand weeding as required, avoiding excessive treading of the border. Care shall be taken not to damage the plants' root system.

All plants that require staking shall be staked and tied by using pea sticks or similar material and secured with twine or similar. All materials must be approved prior to use.

Planting should be inspected and all insect or fungal attacks and damage caused by vandalism should be reported to the Estate Management Team.

Autumn Maintenance Visits

The herbaceous planting will need autumn maintenance in November and December. Growth of the herbaceous perennials that have finished flowering and stems have died back should be cut back and removed. Soil should be forked over the soil, minimising disturbance to plants.

Grasses

Grasses such as *Luzula nivea* and *Pennisetum alopecuroides* should be left throughout the winter and cut back early spring (February/March). *Stipa tenuissima* does not require cutting back as it takes long time to grow back. Dead leaves shall be removed early spring using rakes to take them out.

5.0 GRASS AND MEADOW

Grass cutting

All grass cutting shall be carried out by cylinder or rotary machines, or a combination of the two: unless otherwise specified. The Contractor shall notify the Management Company of the machines they propose to use on each of the regimes. The Contractor shall ensure that all machines engaged in this contract are sharp, properly set and operated at the speed in accordance with manufacturer's recommendations. All grass shall be cut cleanly and evenly to the same height as specified in the regimes allocated to each site and without damaging the existing surface, or causing a washboard effect. Tractors and ride-on self powered equipment shall not be operated on sloping ground with the gradient exceeding that recommended by the manufacturer.

Prior to cutting any area, the Contractor shall remove all stones above 50mm in any dimension, as well as any litter, twigs, etc.

Trees in grassed areas shall be maintained with a cultivated tree ring 800mm in diameter greater than the largest diameter of the tree trunk for the remainder of the contract period.

Any damage caused to grass areas by the Contractor's negligence shall be made good, as directed by the Management Company.

Variations to the Planned Grass Cutting Schedule

Unless weather conditions prevail, the Contractor shall be required to keep to the standards detailed in the regimes. In very wet weather, all operations involving grass cutting shall cease until conditions allow operations to continue without damaging

the surface level and contours of the ground or creating grass cutting 'divots' from the rollers or cutters.

Meadow Mix

Ideally sow just before winter on a weed free soil / green matter mulch

All Years:

Selective Herbicide Treatment

The Contractor shall supply and apply an approved selective herbicide to specified areas. Application shall normally be made during April to June. The grass shall not be cut two days prior to, or after, the application. Target specific perennial weeds or coarse grasses such as: dock, thistle, bindweed, rank grass, nettle and bramble. Weeding can reduce in frequency as sward begins to close over. Use of pesticides to follow appropriate guidance and regulations and approval from Estate Management Team.

Year 1:

Irrigate the meadow during warm dry weather every 4 days without rain and until the young plants are strongly established.

In year one it is important to establish a good dense sward by cutting the whole meadow twice in mid-late June and again in mid-August. Aim to cut to around 100mm in height. At the end of the growing season (once five consecutive days fall below 5C, around November) one final cut and collect should take place.

A mechanical reciprocating cutter such as hedge cutters or a walk behind Scythe Cutter will make easy work of cutting but will need raking off. For larger meadows better solution is a tractor with mounted cut and collect flail.

Around 1 month after mechanical cuts, target specific weeds with mechanical or chemical means as described above.

Ongoing Years:

Early to Mid Spring is the time to check on weed content. The simplest and most effective method of control is to use a selective herbicide to carefully spot spray any offending weeds off before the spring canopy closes over, as described above. Cut around late June and remove arisings, after the first flush of flowers has started to die away, to suppress weeds and encourage a more compact and additional later floral display. Aim for a finished cut height of around 100mm

End of Season Cut and Collect: Aim for a finished cut height of around 100mm.

Collecting and disposing of the arisings from the end of season cut is critical in the early years of establishing the meadow, it helps to sustain species diversity.

6.0 MARGINAL PLANT MAINTENANCE

Litter

All detention basins and waterbodies shall be kept free of litter, so that at no time shall litter coverage of 5% be tolerated, and in accordance with Section 13.0 of this specification.

General Maintenance Visits

The Contractor shall provide a minimum of 20 weekly visits to ensure that litter is removed from detention basin, but no dead plant material and leaf litter should be removed.

Cutting and Removal of Marginal plants

The Contractor shall monitor growth of marginal plants (as a percentage cover of basin area) and carry out control by pulling, if plants become too dominant (retaining 40% of the area as vegetation cover). Control of shading and succession in basin by hand pulling of woody species establishing in areas of marginal planting. Removal of non-native invasive species (such as Indian Balsam) as they occur.

Build up of algae and water quality

When detention basin is filled with water, the Contractor shall monitor water quality and the growth of algal blooms and treat if necessary, seeking specialist advice.

7.0 CLIMBING PLANTS

Generally, all works that affect climbing plants or structures likely to harbour nesting birds or bat roosts are subject to the advice of an appropriately qualified ecologist, in addition nest checks need to be carried out before any pruning operation can begin and always subject to the advice of an appropriately qualified ecologist.

Climbing plants should be tied in as necessary. Wires frames and supports should be inspected for damage and damage reported.

The climbers should be pruned to encourage strong, even growth and flowering. Pruning will be in accordance with good practice appropriate to the species.

8.0 HARD LANDSCAPE

Generally, all hard surfaces should be kept reasonably clear of litter and refuse. Any cracking or movement of paving should be reported and monitored with remedial action taken as necessary.

Hard surfaced areas should be kept clear of litter, twigs, leaves, glass, debris and similar on a regular basis. All arisings should be removed from site for disposal.

Weeds

Hard landscape surfaces should be kept weed-free. Chemical removal will need prior approval and notification to the Estate Management Team.

Snow Clearance

In the event of inclement weather, clearance of snow may be accompanied by spreading of rock salt at the Management Team instructions. Care should be taken to avoid spreading rock salt near and around trees, shrubs, turf and other plant material.

Street furniture

All elements, such as bollards, benches, gates, fences, litter bins and all other street furniture elements should be inspected and maintained throughout the year to meet health and safety requirements.

APPENDIX 1 - ANNUAL MAINTENANCE PROGRAMME

ACTIVITY	J	F	M	A	M	J	J	A	S	O	N	D
HARD LANDSCAPE												
Sweeping of Footpaths	■	■	■	■	■	■	■	■	■	■	■	■
Weed Control	■	■	■	■	■	■	■	■	■	■	■	■
Gullies, slot drains, channel drains	■	■	■	■	■	■	■	■	■	■	■	■
Clearing snow	■	■	■							■	■	■
SHRUB BED MAINTENANCE												
Edging of Shrub Beds	■	■	■	■	■	■	■	■	■	■	■	■
Shrub Area Maintenance Regime	■	■	■	■	■	■	■	■	■	■	■	■
Autumn Chemical Application										■	■	■
Formative / remedial pruning	■	■	■	■	■	■	■	■	■	■	■	■
Weed control	■	■	■	■	■	■	■	■	■	■	■	■
Replacement planting	■	■	■	■	■	■	■	■	■	■	■	■
Guards/fencing/supports	■	■	■	■	■	■	■	■	■	■	■	■
Maintain woodchip/mulch	■	■	■	■	■	■	■	■	■	■	■	■
HERBACEOUS PLANTING												
General Maintenance Visits			■	■	■	■	■	■	■	■	■	■
Cultivate / Fertilise			■	■	■	■	■	■	■	■	■	■
Edging			■	■	■	■	■	■	■	■	■	■
Autumn Maintenance Visits											■	■
Split / Replace Plants	■	■	■	■	■	■	■	■	■	■	■	■
Pesticide as necessary			■	■	■	■	■	■	■	■	■	■
THE MOTTE												
Cutting back / Clearing		■	■	■	■	■	■	■	■	■	■	■
GRASS / MEADOW MAINTENANCE												
Biodiverse Aquatic Planting			■	■	■	■	■	■	■	■	■	■
Meadow Cutting			■	■	■	■	■	■	■	■	■	■
Cutting / Removal Aquatic Plants			■	■	■	■	■	■	■	■	■	■
General Maintenance visits	■	■	■	■	■	■	■	■	■	■	■	■

ACTIVITY	J	F	M	A	M	J	J	A	S	O	N	D
TREE MANAGEMENT												
Stakes / Supports	■	■	■	■	■	■	■	■	■	■	■	■
Refirming Trees	■	■	■	■	■	■	■	■	■	■	■	■
Formative / Remedial Pruning	■	■	■	■	■	■	■	■	■	■	■	■
Replacement Planting	■	■	■	■	■	■	■	■	■	■	■	■
Crown reduction / shaping	■	■	■	■	■	■	■	■	■	■	■	■
Crown lifting or thinning	■	■	■	■	■	■	■	■	■	■	■	■
Inspection	■	■	■	■	■	■	■	■	■	■	■	■
LEAF CLEARANCE												
Leaf Clearance	■	■	■	■	■	■	■	■	■	■	■	■
LITTER CLEARANCE												
Litter Clearance	■	■	■	■	■	■	■	■	■	■	■	■