

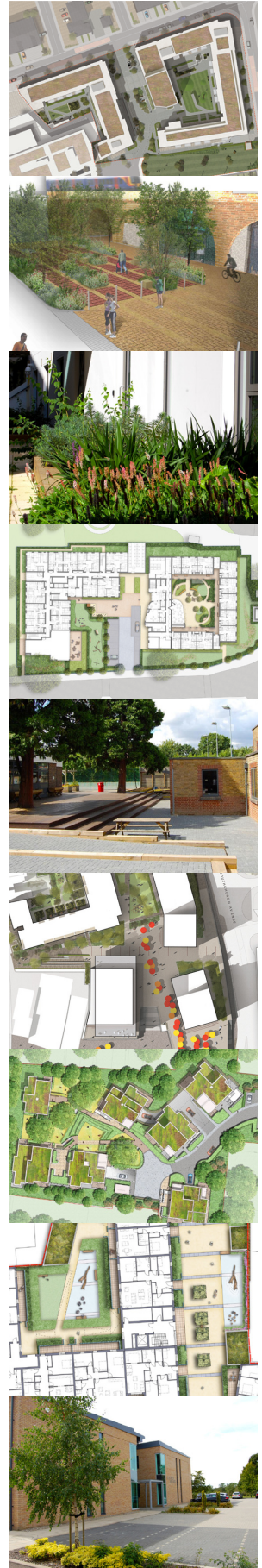
L0499S01

Crescent Parade

Landscape Specification Q28-Q35

Prepared for
Highgrade Properties Ltd

9th January 2018



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**Landscape
Institute**
Registered practice

Davis
Landscape Architecture

L0499S01 Q28-Q35

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Q28 Topsoil and growing media

To be read with Preliminaries/ General conditions.

250A SUBSOIL SURFACE PREPARATION

- General: Excavate and/or place fill to required profiles and levels.
- Loosening:
 - Light and noncohesive subsoils: When ground conditions are reasonably dry, loosen thoroughly to a depth of 200 mm.
 - Stiff clay and cohesive subsoils: When ground conditions are reasonably dry, loosen thoroughly to a depth of 450 mm.
 - Rock and chalk subgrades: Lightly scarify to promote free drainage.
- Decompaction:
 - Where compaction of the 'Subsoil' layer has occurred, or where recently installed 'Subsoil' is of poor quality or has been damaged by handling, deep rip to a depth of 600mm at 1m centres
 - Ripping is only to be undertaken both ways along one axis and at an orientation to promote down-slope drainage
 - Each successive pass is to overlap
 - In small confined areas, rotavation or hand cultivation in dry conditions
- Stones: Immediately before spreading topsoil, remove stones larger than 25 mm in any dimension.
- Remove Arisings, debris and Builder's rubble. Inform CA if any contaminants found .

300A TOPSOIL ANALYSIS GENERAL LANDSCAPE PURPOSES

- Soil to be analysed:
 - Existing topsoil areas or stockpiles to be retained or reused
 - Imported/manufactured topsoil
- Soil analyst:
Tim O'Hare Associates Tel:01491 822653 or Voelcker Consultants Tel: 0208 7469550, or equal and approved by Landscape Architect. Laboratory used will operate in accordance with MCERTS Performance Standard for Laboratories Undertaking the Chemical Testing of Soil .
- Sample Procedure for Existing soil:
 - Natural topsoil which has not yet been stripped shall be sampled to its full depth.
 - One composite sample minimum weight 2kg shall be generated for each different soil area as delineated by a specialist soil resource survey, and from sub-areas of different land use within them.
 - To ensure accurate representation for each area several incremental samples shall be taken across them and mixed together to form a composite sample, using a rectilinear grid or 'W' pattern.
 - Avoid sampling areas that will be different to the main area, such as gateways, hedge lines, or areas of fertiliser storage.
- Sample Procedure for Stockpiled, Imported or Manufactured soils:
 - One composite sample minimum weight 2kg shall be submitted for analysis for every 5000m³ of topsoil.
 - Generate a composite sample by taking point samples at regular intervals on stockpile at both the surface 1m and core according to BS EN 12579:2000
- Additional Information:
 - Submit details of proposed planting scheme with samples and request recommendations regarding suitability
 - Submit relevant topsoil specification as clause 342A against which soil is to be tested
- Contamination:
 - Where soil contamination testing has been requested please provide soil analyst with information regarding end use of soil.
- Submit:- Analysis detailing following to be submitted prior to delivery to site or reuse of existing material
 - Visual Description
 - pH Value
 - Electrical Conductivity (1:2.5 soil : water extract)
 - Particle Size Analysis
 - Stone Content (2-20mm, 20-50mm & >50mm)
 - Organic Matter Content
 - Total Nitrogen
 - Extractable Phosphorus
 - Extractable Potassium
 - Extractable Magnesium
 - Report detailing soil analyst's recommendations.

310 PREPARATION OF UNDISTURBED TOPSOIL

- Standard: In accordance with BS 4428
 - Grading and cultivation: Category B.
- Hard ground: Break up thoroughly.
- Clearing: Remove visible roots and large stones with a diameter greater than 50 mm.
- Areas covered with turf or thick sward: Plough or dig over to full depth of topsoil.
- Fallow period (minimum): One month.
- Weed control: At appropriate times treat with a suitable translocated nonresidual herbicide.

335 SURPLUS TOPSOIL TO BE REMOVED

- Generally: Remove from site topsoil remaining after completion of all landscaping work unless Client requested it to be stockpiled..

342A IMPORTED TOPSOIL, CUSTOM MIX All planted areas

- Quantity: Provide as necessary to make up any deficiency of topsoil existing on site and to complete the work.
- Source: Submit proposals.
- Base Material:
 - Texture to BS 3882, figure K1: Sandy loam.
 - Particle Size %
 - Sand 75-90
 - Silt 5-10
 - Clay 5-10
 - Sand Fraction %
 - Very fine 0-5
 - Fine Sand 10-20
 - Medium Sand 30-60
 - Coarse Sand 10-20
 - V.Coarse Sand 0-5
- Reaction, to BS 1377-3: pH 7.5 - 8.0 .
- Organic matter: Minimum 5% .
- Electrical Conductivity (us/cm) 500-800
- Total Nitrogen (%) 0.15-2.0
- Phosphorus (mg/l) 40-60
- Potassium (mg/l) 500-800
- Magnesium (mg/l) 150-200
- Performance Specification
 - Total Porosity (%) 38-45
 - Air Filled Porosity (%) 15-20
 - Water filled porosity (%) 15-20
 - Bulk density (g/cm3) 1.60-1.80
 - Dry density (g/cm3) 1.50-1.60
 - Triaxil permeability (m/sec) 10-5 - 10-6
- Crumb structure: Made up of discernible crumbs
- Stone:
 - Size in any dimension (maximum): 10mm .
 - Stone content by dry weight (maximum): 5% .
- Foreign matter: On visual inspection, free of fragments and roots of aggressive weeds, sticks, straw, subsoil, pieces of brick, concrete, glass, wire, large lumps of clay or vegetation, and the like.
- Submit: Declaration of analysis confirming conformity to above parameters and report outlining the soil analyst's recommendations .

355 COMPOST

- Standard: In accordance with PAS 100.
- Supplier: Submit proposals.
 - Product reference: Submit for approval.
- Type: Sanitized and stabilized compost.
- Horticultural parameters:
 - pH (1:5 water extract): 7.0-8.7.
 - Electrical conductivity (maximum, 1:5 water extract): 200 mS/m.
 - Moisture content (m/m of fresh weight): 35-55%.
 - Organic matter (minimum): 25%.
 - Grading (air dried samples): 99% passing 25 mm screen, and 90% a 10 mm screen mesh aperture.
 - Carbon:Nitrogen ratio (maximum): 20:1.
- Texture: Friable.
- Objectionable odour: None.
- Composting Association certification: Required.
- Submit: Declaration of analysis.
- Additional analyses: Phytotoxic elements.
- Samples: Supply 5 kg sample before ordering.
- Application rate: 0.6 m³/100 m².
- Timing: Apply prior to cultivation.

395 PEAT

- Peat or products containing peat: Do not use.

650 NOTICE OF IMPORTING TOPSOIL

- Give notice: Before stripping topsoil for transfer to site.
 - Notice period: 5 days.

660A SAMPLE LOAD OF IMPORTED TOPSOIL

- General: Deliver to site a sample load of not less than 5 m³. per 500 cubic metres delivered to site
- Give notice: Allow inspection before making further deliveries to site. Retain and record for comparison with subsequent loads.
 - Notice period: 7 days.
 - Once approved by landscape architect/ecologist/contract administrator/design team the sample must be retained and recorded as a bench mark for comparison with all subsequent deliveries.
 - The sample must be kept separate from all other site materials to minimise deterioration and contamination.
 - The contractor must make a photographic record of the approved sample on the day of approval to be used for comparison should the actual sample deteriorate. The photographic record is to be retained by the contractor, and issued to the contract administrator to be issued to the contract administrator.
 - Contractor is required to assess all subsequent loads against the approved sample and the relevant photographic record for visual confirmation of quality and conformity, and reject as necessary.
 - If the contractor is unsure as to whether there is sufficient visual conformity in the new load the contract administrator must be notified within 24 hours. The contract administrator must then seek approval from landscape architect/ecologist/design team within 24 hours. The Contractor must not proceed with the placement of the material to its final position until the approval of the load by the relevant parties has been confirmed.

670 CONTAMINATION

- General: Do not use topsoil contaminated with subsoil, rubbish or other materials that are:
 - Corrosive, explosive or flammable.
 - Hazardous to human or animal life.
 - Detrimental to healthy plant growth.
- Subsoil: In areas to receive topsoil, do not use subsoil contaminated with the above materials.
- Give notice: If any evidence or symptoms of soil contamination are discovered on the site, or in topsoil to be imported.

680A TOPSOIL STORAGE HEAPS

- Location: [Agree with CA] .
 - Locate in dry ground, not in hollows and do not disrupt local surface drainage.
 - Protect from run-off/ponding by a cut-off ditch.
 - Site of stockpiling to be thoroughly prepared by grading and removal of rubbish to be approved by the contract administrator/landscape architect
 - To be stored separately from the subsoil
 - Soil should be stored on protected ground. On areas of existing hard surfacing this protection should take the form of tarpaulin, plastic sheets, boards or similar surfaces and the contractor shall be responsible for making good any damage caused by the operations.
- Height (maximum): 1.5m if heap is to be maintained for a period exceeding 2 weeks 3m for periods less than 2 weeks
- Width (maximum): (3m) 3m if heap is to be maintained for a period exceeding 2 weeks 10m for periods less than 2 weeks
- Angle of Sides: 45°
- Protection:
 - Do not place any other material on top of storage heaps.
 - Do not allow construction plant to pass over storage heaps.
 - Prevent compaction and contamination.
 - Once completed enclose storage heap with a chestnut pale fence as Q40 and prevent all construction access.
- Weeds:
 - The soil shall be kept clear of weeds by mechanical or approved chemical means.
 - The enactments and regulations in respect of injurious weeds are to be complied with at all times, and note taken of the Weed Act 1959.

690A HANDLING TOPSOIL & PROTECTION OF SUBSOIL FROM COMPACTION

- Aggressive weeds:
 - Species: Included in the Weeds Act, section 2 or the Wildlife and Countryside Act, Schedule 9, part II.
 - Give notice: Obtain instructions before moving topsoil.
- Earthmoving equipment: Select and use to minimize disturbance, trafficking and compaction.
 - Dump trucks used to transport material must only operate on the 'basal'/non-soil layer.
 - Excavators should only operate on the topsoil layer
- Compaction: Where this occurs or where it is necessary for dump trucks to use the sub-soil layer then decompaction must be carried out prior to re-instatement of topsoil in accordance with clause Q28.250A
- Operation:
 - Haul routes and storage areas must be defined and stripped first.
- Contamination: Do not mix topsoil with:
 - Subsoil, stone, hardcore, rubbish or material from demolition work.
 - Oil, fuel, cement or other substances harmful to plant growth.
 - Other grades of topsoil.
- Multiple handling: Keep to a minimum. Use topsoil immediately after stripping or place in temporary storage piles in accordance with clause 680A.
- Weather conditions:
 - Handle topsoil in the driest condition possible. Do not handle during or after heavy precipitation (includes snow and hail)
 - Do not commence stripping unless weather forecast is expected to be dry for at least a full day.
 - Where interruption by rain, or over night rain is likely, stripping of the current section should be completed down to the sub soil layer. The base of the current or next strip must be protected from ponding/runoff by sumps and grips.
 - At the start of each day ensure there is no ponding in the current operating area and that the sub soil layer is level with no ruts.
 - Handling of topsoil should not occur during extended dry periods or windy conditions, where the risk of airborne erosion is present

700A SPREADING TOPSOIL

- Temporary roads/surfacing: Remove before spreading topsoil.
- Layers:
 - Depth (maximum): 150 mm.
 - Gently firm each layer before spreading the next.
- Depths after firming and settlement (minimum):
 - Grass areas - 150mm
 - Shrub areas - 450mm
 - Tree pits - 750mm
- Crumb structure: Do not compact topsoil. Preserve a friable texture of separate visible crumbs wherever possible.

710A LOOSE TIPPING OF TOPSOIL

- General: Do not firm, consolidate or compact topsoil when laying. Tip and grade to approximate levels in one operation with minimum of trafficking by plant.
- Depths after firming and settlement (minimum):
 - Grass areas - 150mm
 - Shrub areas - 450mm
 - Tree - 750mm

910A FINISHED LEVELS OF TOPSOIL AFTER SETTLEMENT

- Above adjoining paving or kerbs: Flush with kerbs.
- Below dpc of adjoining buildings: Not less than 150 mm.
- Shrub areas: Higher than adjoining grass areas by 50 mm.
- Within root spread of existing trees: Unchanged, unless shown on drawings. Max 150mm .
- Adjoining soil areas: Marry in.
- Thickness of turf or mulch: Included.

920 DOCUMENTATION

- Timing: Submit at handover.
- Contents:
 - Full description of all soil components.
 - Record of source for all soil components.
 - Analyst's report for each test carried out.
 - Record drawings showing the location of all soils by type and grade.
- Number of copies: 2.

Q30 Seeding/turfing

To be read with Preliminaries/General conditions.

GENERAL INFORMATION/REQUIREMENTS**115 SEEDED AND TURFED AREAS**

- Growth and development: Healthy, vigorous grass sward, free from the visible effects of pests, weeds and disease.
- Appearance: A closely knit, continuous ground cover of even density, height and colour.

120 CLIMATIC CONDITIONS

- General: Carry out the work while soil and weather conditions are suitable.

145 WATERING

- Quantity: Wet full depth of topsoil.
- Application: Even and without displacing seed, seedlings or soil.
- Frequency: As necessary to ensure the establishment and continued thriving of all seeding/turfing.

150 WATER RESTRICTIONS

- Timing: If water supply is or is likely to be restricted by emergency legislation do not carry out seeding/turfing until instructed. If seeding/turfing has been carried out, obtain instructions on watering.

160 NOTICE

- Give notice before:
 - Setting out.
 - Applying herbicide.
 - Applying fertilizer.
 - Preparing seed bed.
 - Seeding or turfing.
 - Visiting site during maintenance period.
- Period of notice: 1 week.

170 SETTING OUT

- Boundaries: Mark clearly.
- Delineation: In straight lines or smoothly flowing curves as shown on drawings.

PREPARATION**205 PREPARATION MATERIALS FOR LAWNS**

General: Free from toxins, pathogens or other extraneous substances harmful to plant, animal or human life.

" Certification of source, analysis, suitability for purpose and absence of harmful substances:

Submit.

- Certified materials: Sanitised and stabilized compost.
- Give notice: before ordering or using.

210 HERBICIDE FOR ALL TURF AREAS

- Type: Suitable for suppressing perennial weeds.
- Timing: Allow fallow period before cultivation.
 - Duration: 2 weeks.

231 PEAT" Peat or products containing peat: Do not use. ...

250 CULTIVATION

" Compacted topsoil: Break up to full depth.

" Soil ameliorant/ Conditioner/ Fertilizer: Fully incorporate into topsoil to a depth of 100mm.

" Tilth: Reduce topsoil to a tilth suitable for blade grading.

- Depth: 100mm.
- Particle size (maximum): 5mm.

" Material brought to the surface: Remove stones and clay.

250A SOIL REQUIREMENTS

" Retain existing soil in Root Protection Area and cultivate to a maximum depth of 50mm

260 GRADING

- Topsoil condition: Reasonably dry and workable.
- Contours: Smooth and flowing, with falls for adequate drainage.
 - Hollows and ridges: Not permitted.
- Finished levels after settlement: 25 mm above adjoining paving, kerbs, manholes etc.
- Blade grading: May be used to adjust topsoil levels provided depth of topsoil is nowhere less than 150mm .
- Give notice: If required levels cannot be achieved by movement of existing soil.

275 FERTILIZER FOR LAWNS

Type: Slow release.

" Manufacturer: Scotts Professional Ltd or similar approved, Telephone: 0871 220 5353.

- Product reference: Sierraform GT.

" Application: Before final cultivation and three to five days before seeding/ turfing.

- Rate: Spread evenly at as manufacturer's recommendations.

280 FINAL CULTIVATION

- Timing: After grading and fertilizing.
- Seed bed: Reduce to fine, firm tilth with good crumb structure.
 - Depth: 25 mm.
 - Surface preparation: Rake to a true, even surface, friable and lightly firmed but not over compacted.
 - Remove surface stones/earth clods exceeding:
 - General areas: 20 mm.
 - Fine lawn areas: 10 mm.
- Adjacent levels: Extend cultivation into existing adjacent grassed areas sufficient to ensure full marrying in of levels.

TURFING

400 CULTIVATED TURF FOR ALL GRASS AREAS AND LAWNS

- Supplier: Rolawn, tel: 0845 604 6050 or similar approved..
 - Product reference: Medallion..
- Properties of soil used for turf production: Well drained sandy loam.

420 DELIVERY AND STORAGE

- Timing: Lay turf with minimum possible delay after lifting. If delay occurs, lay turf out on topsoil and keep moist.
- Frosty weather or waterlogged ground: Do not lift turf.
- Delivery: Arrange to avoid need for excessive stacking.
- Stacking height (maximum): 1 m.
- Dried out or deteriorated turf: Do not use.

423 INSPECTION OF TURF

- Give notice: Before lifting turf for all grassed areas.

430 TURFING GENERALLY

- Time of year: To be agreed.
- Timing of laying:
 - Spring and summer: Within 18 hours of delivery.
 - Autumn and winter: Within 24 hours of delivery.
- Weather conditions: Do not lay turf when persistent cold or drying winds are likely to occur or soil is frost bound, waterlogged or excessively dry.
- Working access: Planks laid on previously laid turf. Do not walk on prepared bed or newly laid turf.
- Jointing: Laid with broken joints, well butted up. Do not stretch turf.
- Edges: Whole turfs, trimmed to a true line.
- Adjusting levels: Remove high spots and fill hollows with fine soil.
- Consolidating: Lightly and evenly firm as laying proceeds to ensure full contact with substrate. Do not use rollers.
- Dressing, brushed well in to completely fill all joints: 35% Finely sifted topsoil, 35% Compost, 30% Sand.
- Watering: Thoroughly water completed turf immediately after laying. Check that water has penetrated into the soil below.

PROTECTING/CUTTING**530 FIRST CUT OF GRASSED AREAS**

- Timing: When grass is reasonably dry.
 - Height of initial growth: 50 mm.
- Preparation:
 - Debris and litter: Remove.
 - Stones and earth clods larger than 25 mm in any dimension: Remove
- Height of first cut: 25 mm.
- Mower type: Contractor's choice.
- Arisings: Remove from site.

550 AREAS NOT TO BE CUT

- Do not cut:
Grass areas with bulbs.

590 CLEANLINESS

- Soil and arisings: Remove from hard surfaces.
- General: Leave the works in a clean, tidy condition at Completion and after any maintenance operations.

MAINTENANCE**610 FAILURES OF SEEDING/TURFING**

- Duration: Carry out the following operations from completion of seeding/ turfing until: 12 months following practical completion.
- Defective materials or workmanship: Areas that have failed to thrive.
 - Exclusions: Theft or malicious damage.
- Method of making good: Recultivation and reseedling/ returfing.
- Timing of making good: Submit proposals.

620 MAINTAINING LAWNS

- Duration: Carry out the following operations from completion of seeding/ turfing until: 12 months following practical completion.
- Maximum height of growth at any time: 50 mm.
- Preparation: Before each cut remove all litter and debris.
- Cutting: As and when necessary to a height of 15 mm.
 - Arisings: Remove.
- Bulb planting areas: Do not cut until bulb foliage has died down.
- Trimming: All edges.
 - Arisings: Remove.
- Weed control: Substantially free of broad leaved weeds.
 - Method: Application of a suitable selective herbicide.
- Stones brought to the surface: Remove regularly.
 - Size: Exceeding 25 mm in any dimension.
- Areas of settlement: Make good.
- Watering: As clause 145..

680 MAINTENANCE FERTILIZER FOR LAWNS

- Duration: Carry out the following operations from completion of seeding/ turfing until: 12 months following practical completion.
- March application: 15:10:10 Spring turf fertilizer at 35 g/m².
- September application: 5:10:10 Autumn turf fertilizer at 50 g/m².

Q31 External planting

To be read with Preliminaries/General conditions.

GENERAL INFORMATION/ REQUIREMENTS**112 SITE CLEARANCE GENERALLY**

- General: Remove rubbish, concrete, metal, glass, decayed vegetation and contaminated topsoil.
- Stones: Remove those with any dimension exceeding 25 mm.
- Contamination: Remove material containing toxins, pathogens or other extraneous substances harmful to plant, animal or human life.
- Vegetation: Clear scrub to ground level by flail mowing and remove arisings; retain and protect trees indicated on drawings.
- Large roots: Grub up and dispose of without undue disturbance of soil and adjacent areas.
- Additional requirements: None.

118 SOIL CONDITIONS

- Soil for cultivating and planting: Moist, friable and (excepting aquatic/ marginal planting) not waterlogged.
- Frozen or snow covered soil: Give notice before planting. Provide additional root protection. Prevent planting pit sides and bases and backfill materials from freezing.

120A CLIMATIC CONDITIONS

- General: Carry out the work while soil and weather conditions are suitable.
- Suitable weather conditions: Shall mean mild, moist, dull, overcast, even in winter, with the soil in properly workable condition.
 - Strong winds: Do not plant.
 - Periods of persistent drying cold winds: Do not plant
- Additional: If for any reason the Contractor is carrying out planting during periods of persistent cold or drying wind he shall provide temporary windbreak protection for conifers and evergreen shrubs, and will protect exposed roots on bare root and all other stock.

125 TIMES OF YEAR FOR PLANTING

- Deciduous trees and shrubs: Late October to late March.
- Conifers and evergreens: September/ October or April/ May.
- Herbaceous plants (including marginal): September/ October or March/ April.
- Container grown plants: At any time if ground and weather conditions are favourable.
 - Watering and weed control: Provide as necessary.
- Dried bulbs, corms and tubers: September/ October.
- Colchicum (crocus): July/ August.
- Green bulbs: After flowering in spring.
- Wildflower plugs: Late August to mid November or March/ April.
- Aquatic plants: May/ June or September/ October.

130A MECHANICAL TOOLS

- Use only machinery and tools suitable for the site conditions and the work to be carried out.
- Restrictions: Do not use within 100 mm of tree and plant stems.

145 WATERING

- Quantity: Wet full depth of topsoil.
- Application: Even and without damaging or displacing plants or soil.
- Frequency: As necessary to ensure establishment and continued thriving of planting.

150 WATER RESTRICTIONS

- General: If water supply is or is likely to be restricted by emergency legislation, do not carry out planting until instructed. If planting has been carried out, obtain instructions on watering.

160 NOTICE

- Give notice before:
 - Setting out.
 - Applying herbicide.
 - Applying fertilizer.
 - Delivery of plants/ trees.
 - Planting shrubs.
 - Planting trees into previously dug pits.
 - Watering.
 - Visiting site during maintenance period.
- Period of notice: One week.

165 PREPARATION, PLANTING AND MULCHING MATERIALS

- General: Free from toxins, pathogens or other extraneous substances harmful to plant, animal or human life.
- Certification of source, analysis, suitability for purpose and absence of harmful substances: Submit.
 - Certified materials: All additives - chemical products, soil ameliorants, mulches and compost.
 - Give notice before ordering or using.

200A PLANTS/ TREES - GENERAL

- Condition: Materially undamaged, sturdy, healthy and vigorous.
- Appearance: Of good shape and without elongated shoots.
- Hardiness: Grown in a suitable environment and hardened off.
- Health: Free from pests, diseases, discoloration, weeds and physiological disorders.
- Budded or grafted plants: Bottom worked.
- Root system and condition: Balanced with branch system.
 - Standard: The National Plant Specification.
- Species: True to name.
- Origin/ Provenance: Grown in the United Kingdom for at least one growing season, unless otherwise approved.
Definition: Origin and Provenance have the meaning given in the National Plant Specification.
 - Obtain from an HTA-accredited nursery or other approved source(s) with soil and climatic conditions similar to those prevailing on site.

215 PLANTS/ TREES - SPECIFICATION CRITERIA

- Name, forms, dimensions, provenance and other criteria: As scheduled and defined in the National Plant Specification.

- 225 BULBS/ CORMS/ TUBERS
- Condition: Firm, entire, not dried out or shrivelled.
 - Health: Free from pests, diseases and fungus.
 - Handling: Remove from packaging immediately.
 - Storage: Permitted only when necessary.
 - Location: Well ventilated, dark, covered, rodent proof container, away from exhausts and fruit.
 - Duration: Minimum period.
 - Temperature: 18-21°C.
- 235 CONTAINER GROWN PLANTS/ TREES
- Growing medium: With adequate nutrients for plants to thrive until permanently planted.
 - Plants: Centred in containers, firmed and well watered.
 - Root growth: Substantially filling containers, but not root bound, and in a condition conducive to successful transplanting.
 - Hardiness: Grown in the open for at least two months before being supplied.
 - Containers: With holes adequate for drainage when placed on any substrate commonly used under irrigation systems.
- 245 LABELLING AND INFORMATION
- General: Provide each plant/ tree or group of plants/ trees of a single species or cultivar with supplier's labelling for delivery to site, showing:
 - Full botanical name.
 - Total number.
 - Number of bundles.
 - Part bundles.
 - Supplier's name.
 - Employer's name and project reference.
 - Plant specification, in accordance with scheduled National Plant Specification categories.
 - Additional information: Submit on request:
 - Country of origin;
 - Date supplied and consignment details or reference; and
 - Type of container.
- 255 PLANTS/ TREES RESERVED AT SUPPLIER'S PREMISES
- Types/ Species: As plant schedule.
 - Predelivery inspection: Give notice.
 - Labelling: Identify inspected plants/ trees as reserved for use on this project.
- 256 SAMPLES
- Requirments: Before any planting commences Contractor shall deliver to site labelled samples of all plant material except Trees.
 - Sample Size: No less then 5 No individuals of each variety and species of plant.
 - Approval: Sample is subject to visuall approval by CA, and shall be deemed to be the minimum quality required as acceptable for incorporation into the scheme with regards to size, quality, shape and variety.
 - Placement: Sampel plants are be either helled in temporarily - or planted in their final positions as directed by CA.
 - Removal: On no account without written instruction from the CA are approved sample plants to be removed from site, and the contractor shall be deemed responsible for thier protection and maintenance in accord with standard horticultural practices. Samples which are rejected shall be removed at contractors own expense.

260A PLANT/ TREE SUBSTITUTION

- Plants/ trees unobtainable or known to be likely to be unobtainable at time of ordering:
Submit alternatives, stating:
 - Price.
 - Difference from specified plants/ trees.
- Approval: Proposed substitutes may be rejected and further submissions of alternatives may be required.
- Approval: Obtain before making any substitution.

265A PLANT HANDLING, STORAGE TRANSPORT AND PLANTING

- Standard: To HTA 'Handling and establishing landscape plants'.
- Frost: Protect plants from frost.
- Handling: Handle plants with care. Protect from mechanical damage and do not subject to shock, e.g. by dropping from a vehicle.
- Plant packaging: Black polyethylene bags.
- Packaging of bulk quantities: Pallets or bins sealed with polyethylene and shrink wrapped.
- Transport: By open backed vehicles not permissible
- Site Storage: Store plant material on site on level free draining ground a way from and protected from other site operations and routeways.
- Site Storage Duration: Minimum required. If site storage is to exceed any 24hr Period, ensure adequate measures are taken to water and care for plant material as necessary to maintain quality.
- Planting: Upright or well balanced with best side to front.

280 TREATMENT OF TREE WOUNDS

- Cutting: Keep wounds as small as possible.
 - Cut cleanly back to sound wood using sharp, clean tools.
 - Leave branch collars. Do not cut flush with stem or trunk.
 - Set cuts so that water will not collect on cut area.
- Fungicide/ Sealant: Do not apply unless instructed.

290 SURPLUS MATERIAL

- Subsoil, stones, debris, wrapping material, canes, ties, temporary labelling, rubbish, prunings and other arisings: Remove.

PREPARATION OF PLANTING BEDS/ PLANTING MATERIALS**300 HERBICIDE TO ALL PLANT BEDS AS NECESSARY**

- Locations: All planting areas.
- Type: Suitable for suppressing perennial weeds.
- Timing: Allow fallow period before cultivation.
 - Duration (minimum): As manufacturer's recommendation.

305 WEED CONTROL FOR INVASIVE NON-NATIVE WEEDS

- Locations: All planting areas.
- General: Prevent weeds from seeding and perennial weeds from becoming established, by contractor's choice of herbicide.

335 GENERAL FERTILIZER For Plant Beds

- Locations: Planted areas.
- Manufacturer: Scotts Professional, Tel: 0871 220 5353.
 - Product reference: Enmag CRF.
- Application: Spread evenly.
 - Timing: Immediately before cultivation.
 - Rate: As manufacturer's recommendations.

341 PEAT

- Peat or products containing peat: Do not use.

361 COMPOST AMELIORANT / CONDITIONER

- Locations: To Planted areas.
- Type: Sanitized and stabilized compost.
- Manufacturer/ Supplier: Melcourt.
 - Product reference: Submit proposals.
- Standard: To PAS 100.
- Horticulture parameters:
 - pH (1:5 water extract): 7.0-8.7.
 - Electrical conductivity (maximum, 1:5 water extract): 200 mS/m.
 - Moisture content (m/m of fresh weight): 35-55%.
 - Organic matter content (minimum): 25%.
 - Grading (air dried samples): 99% passing 25 mm screen, and 90% passing 10 mm screen mesh aperture.
 - Carbon:Nitrogen ratio (maximum): 20:1.
- Texture: Friable.
- Objectionable odour: None.
- Composting Association certification: Required.
- Application: Spread evenly.
 - Timing: Apply prior to cultivation.
 - Rate: 3 parts topsoil / 1 part compost..
- Other requirements: Submit 5kg sample before ordering.

375A CULTIVATION

- Compacted topsoil: Break up to full depth.
- Cultivation: Loosen, aerate and break up soil into particles of 2-8 mm.
 - Depth: 150mm for grass areas, 450 mm for shrubs and 750mm for tree pits.
 - Timing: Within a few days before planting.
 - Weather and ground conditions: Suitably dry.
- Surface: Leave regular and even.
- Levels:
 - Flush with adjoining paving or kerbs;
 - 50 mm above adjoining lawns; and
 - Minimum 150 mm below dpc of adjoining buildings.
- Undesirable material brought to the surface: Remove visible weeds, roots and large stones with any dimension exceeding 50 mm.
- Soil within root spread of trees and shrubs to be retained: Hand dig to max depth of 50mm, notify LA if levels vary.

375B CULTIVATION WITHIN ROOT PROTECTION ZONES

- Compacted topsoil: Break up to full depth.
- Cultivation: Loosen, aerate and break up soil into particles of 2-8 mm.
 - Depth: 50mm for areas of grass & shrubs.
 - Timing: Within a few days before planting.
 - Weather and ground conditions: Suitably dry.
- Surface: Leave regular and even.
- Levels:
 - Flush with adjoining paving or kerbs;
 - 50 mm above adjoining lawns; and
 - Minimum 150 mm below dpc of adjoining buildings.
- Undesirable material brought to the surface: Remove visible weeds, roots and large stones with any dimension exceeding 50 mm.
- Soil within root spread of trees and shrubs to be retained: Hand dig to max depth of 50mm, notify LA if levels vary.

PLANTING SHRUBS/ HERBACEOUS PLANTS/ BULBS

- 400 RANDOM PLANT LAYOUT RANDOM / NATURALISED
- Spacing: Evenly, avoiding straight lines.
 - Density: As plant schedule.
- 405A SHRUB PLANTING PITS
- Timing: Excavate 1-2 days (maximum) before planting.
 - Sizes: 150 mm wider than rootball on each side and 300mm deep. Where necessary increase these dimensions to ensure that pits are at least 25 mm deeper than root system.
 - Pit bottom improvement Break up to a depth of 150 mm, incorporating 25 g of slow release fertilizer per planting pit.
 - Backfilling material: Shrub planting backfilling material.
 - Finished level: To be at original soil mark on shrubs and flush with surrounding level
- 435 CLIMBING PLANTS USED AS GROUND COVER
- Planting:
 - Canes or other supports: Remove.
 - Arrangement: Spread stems.
 - Fixing: Pinned to ground to ensure good contact.
- 445 PLANTING BULBS/ CORMS/ TUBERS
- Depth: Top of bulb/ corm/ tuber at a depth of approximately twice its height, base in contact with bottom of hole.
 - Backfilling: Finely broken soil. Lightly firm to existing ground level.
 - Naturalized planting in existing grassed areas:
 - Scattering: Random. Plant bulbs/ corms/ tubers where they fall.
 - Planting: Neatly remove a plug of turf and replace after planting.
- 470 FORMAL HEDGES
- Shrubs for hedges: Consistent in species, cultivar and clone to ensure a uniform hedge.
 - Planting: In trenches large enough to take full spread of roots. Set out plants evenly.
- 480 AFTER PLANTING
- Watering: Immediately after planting, thoroughly and without damaging or displacing plants or soil.
 - Firming: Lightly firm soil around plants and fork and/ or rake soil, without damaging roots, to a fine tilth with gentle cambers and no hollows.
 - Top dressing: Sanitized and stabilized compost.
 - Depth: 50 mm.

485B MULCHING PLANTING BEDS AMENITY

- Material: Bark Mulch.
- Manufacturer: Melcourt Industries Limited or similar approved
Boldridge Brake, Long Newton,
Tetbury, Glos GL8 8RT
Tel: +44 (0)1666 502711
Fax: +44 (0)1666 504398
Email: mail@melcourt.co.uk
Website: <http://www.melcourt.co.uk>
Product Reference: Amenity Bark Mulch
- Product Specification:
 - The product shall consist of matured British Conifer Bark with an even nominal particle size distribution of 5-75mm with < 5 % dust and fines and less than 15% wood content.
 - The pH to be between 4.5 and 5.5.
 - The product shall be pest, disease and weed free and not have been treated with Methyl Bromide or any additives.
 - The product shall be Forest Stewardship Council (FSC) certified
 - The product shall have been tested in accordance with the requirements of BS 4790:1987, for fire resistance.
- Process Specification
 - The natural heat treatment maturing process shall have been sufficient to ensure that excess volatile substances are driven from the product.
 - During the process, temperatures within the product heaps must exceed 50°C for a minimum 14 day period, followed by a further period of stabilisation.
- Additional requirements:
 - Copies of current British Standard Fire Test Certificates to be provided upon request.
 - Typical product samples to be provided upon request.
 - All product volumes to be calculated using The Bulk Density method, as set out in BS EN 12579:2000 and BS EN 12580:2000.
- Preparation: Clear all weeds. Water soil thoroughly.
- Coverage: 50 mm depth. Allow 10% for settlement after 30 days.
- Finished level of mulch: Flush with adjacent kerb, grassed or paved areas.

505A TREE PITS IN SOFT LANDSCAPE AREAS

- Setting out: Set out positions using pegs or canes and obtain CA's approval before proceeding.
- Sizes: Not less than the following, increase as necessary to ensure that pits are wide enough to accommodate roots when fully spread.
 - Bush, whip and small Feathered trees, 600mm wide and 75mm deeper than rootball.
 - Standards to 8/10 and large feathered trees, 900mm wide and 75mm deeper than rootball.
 - Standards 10/12 & 12/14, 1200mm wide and 75mm deeper than rootball.
 - Extra Heavy Standards, 2000mm wide and 75mm deeper than rootball.
 - Semi-mature trees 20cm+ , 500mm wider and 75mm deeper than rootball.
- Sloping ground: Maintain horizontal bases and vertical sides with no less than minimum depth throughout.
- Pit bottoms: With slightly raised centre. Break up to a depth of 200 mm.
 - Treatment: Soil ameliorant worked into pit bottoms.
- Pit sides: Scarify.
- Backfilling material: As Clause Q28 .
- Accessories: As per Clause 512A, 535..

512C TREE PIT ACCESSORIES IRRIGATION AND AERATION PIPE

Locations: All tree pits.

- Manufacturer: GreenBlue Urban Tel:01580830800; or equal and approved.
 - Product reference: Roottrain Metro, installed in accordance with manufacturer's instructions. .
- Additional Requirements: To manufacturer's instruction.

535 STAKING GENERALLY

- Stakes: Softwood, peeled chestnut, larch or oak, straight, free from projections and large or edge knots and with pointed lower end.
 - Preservative treatment: To provide a 20 year service life.
- Nails: To BS 1202-1, galvanized, minimum 25 mm long and with 10 mm diameter heads.
- Stake size (minimum): Stakes: Softwood, peeled chestnut, larch or oak, free from projections and large or edge knots and with pointed lower end.

Crossbars for short double-staking ex 100 x 25mm softwood, preservative-treated to BS 4072

Nails: To BS 1202:Part 1, galvanized, minimum 25 mm long and with 10 mm diameter heads.

Rubber ties: Firmly and securely placed around tree trunk and nailed to stakes in positions shown on 798.D02

Minimum stake sizes: sufficient length to be inserted in ground to hold tree firmly with no wind-rock

Workmanship: care must be taken to ensure all fixings are well-finished with no splinters, projecting nails etc

Tree/shrub size/type:	Type of stake:	Cross section of stake
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feathers & specimen shrubs	Short angled single staking	7
5mm diameter		
to 6-8cm	short angled	Single staking
5mm diameter		7
up to 10/12	short double staking with crossbar	75mm diameter
or 75x75		
14/16 and above	Short double staking with crossbar	100mm
diameter or 100x100		
16/18 and above	Long double stake with rubber ties	100 x
100mm .		

575 SHORT DOUBLE STAKING FOR ALL TREES

- Staking: Drive stakes vertically at least 300 mm into bottom of pit on either side of tree position before planting.
 - Backfilling: Consolidate material around stakes.
- Height of stakes: Cut to approximately 600 mm above ground level.
- Cross bar: Wood, as stake.
 - Firmly fix on windward side of tree and as close as possible to stem.
- Ties: Expanding ties.
- Tying: Secure tree firmly but not rigidly to cross bar.

590A MULCHING TREES

- Material: [Bark Mulch].
- Manufacturer: Melcourt Industries Limited or equal approved
Boldridge Brake, Long Newton,
Tetbury, Glos GL8 8RT
Tel: +44 (0)1666 502711
Fax: +44 (0)1666 504398
Email: mail@melcourt.co.uk
Website: <http://www.melcourt.co.uk> or equal and approved
- Product Reference: Fine Grade Bark Mulch
- Product Specification:
 - The product shall consist of predominantly matured European Pine Bark with an even nominal particle size distribution of 5-35mm with minimal dust and fines and less than 5% wood content.
 - The pH to be between 4.5 and 5.5.
 - The product shall be pest, disease and weed free and not have been treated with Methyl Bromide or any additives.
 - The product shall have been tested in accordance with the requirements of BS 4790:1987, for fire resistance.
- Process Specification
 - The natural heat treatment maturing process shall have been sufficient to ensure that excess volatile substances are driven from the product.
 - During the process, temperatures within the product heaps must exceed 50°C for a minimum 14 day period, followed by a further period of stabilisation.
- Additional requirements:
 - Copies of current British Standard Fire Test Certificates to be provided upon request.
 - Typical product samples to be provided upon request.
 - All product volumes to be calculated using The Bulk Density method, as set out in BS EN 12579:2000 and BS EN 12580:2000.
- Preparation: Clear all weeds. Water soil thoroughly.
- Coverage: [50 mm depth]. Allow 5% for settlement after 30 days.
- Finished level of mulch: [30 mm below adjacent grassed or paved areas].

PROTECTING/ MAINTAINING/ MAKING GOOD DEFECTS**710 MAINTENANCE**

- Duration: Carry out the operations in the following clauses from completion of planting until 4 months following practical completion.
- Frequency of maintenance visits: As necessary to ensure full establishment.

720 FAILURES OF PLANTING

- Defects due to materials or workmanship not in accordance with the Contract: Plants/ trees/ shrubs that have failed to thrive.
 - Exclusions: Theft or malicious damage after completion.
 - Rectification: Replace with equivalent plants/ trees/ shrubs.
- Replacements: To match size of adjacent or nearby plants of same species or match original specification, whichever is the greater.
- Timing of making good: Unless otherwise instructed they must be replaced by approved equivalent trees/shrubs/plants by the end of the next planting season after which they are found to be defective, or within 3 months for containerised shrubs or herbaceous plants. .

740 CLEANLINESS

- Soil and arisings: Remove from hard surfaces and grassed areas.
- General: Leave the works in a clean tidy condition at completion and after any maintenance operations.

750 PLANTING MAINTENANCE GENERALLY

- Weed control: Maintain weed free area around each tree and shrub.
 - Diameter (minimum): The larger of 1 m or the surface of original planting pit.
 - Keep planting beds clear of weeds: By hoeing.
- Planted areas: Fork over beds as necessary to keep soil loose, with gentle cambers and no hollows. Take care not to reduce depth or effect of mulch.
- Precautions: Ensure that trees and shrubs are not damaged by use of mowers, nylon filament rotary cutters and similar powered tools.
- Staking: Check condition of stakes, ties, guys and guards.
 - Broken or missing items: Replace.
 - Rubbing: Prevent.
 - Ties: Adjust to accommodate growth.
 - Damage to bark: Cut back neatly with sharp knife. Prevent further damage.
 - Frequency of checks: Every month.
- Firming up: Gently firm loosened soil around trees/ shrubs. Straighten leaning trees/ shrubs.
- Trees: Spray crown when in leaf during warm weather.
 - Timing: After dusk.
- Watering: Contractor's choice.

755 PLANTING MAINTENANCE - FERTILIZER

- Time of year: March or April.
- Fertilizer: Slow release.
 - Manufacturer: Contractor's choice.
 - Product reference: Contractor's choice.
- Application: Evenly spread, carefully incorporating below mulch materials.
- Application rate: To manufacturer's recommendations.

760 PLANTING MAINTENANCE - PRUNING

- General: Prune to promote healthy growth and natural shape.
 - Dead, dying, diseased wood and suckers: Remove.
 - Timing: In accordance with the agreed maintenance schedule.
 - Trees: Favour a single central leading shoot.
- Arisings: Remove.

790 FINAL MULCHING

- Timing: At end of the maintenance period.
- Watering: Ensure that soil is thoroughly moistened prior to remulching, applying water where necessary.
- Planting beds: Remulch.
 - Depth (minimum): 50 mm.
- Trees: Remulch.
 - Depth (minimum): 50 mm.

Q35 Landscape maintenance

To be read with Preliminaries/ General conditions.

GENERALLY**110 NOTICE**

- Give notice before:
 - Application of herbicide.
 - Application of fertilizer.
 - Watering.
 - Each site maintenance visit.
- Period of notice: 7 days.

130 REINSTATEMENT

- Damage or disturbance to soil structure, planting, grass, fencing, hard landscaping, structures or buildings: Reinstate to original condition.

155 WATERING

- Supply: Potable mains water.
- Quantity: Wet full depth of topsoil .
- Application: Do not damage or loosen plants.
- Compacted soil: Loosen or scoop out, to direct water to rootzone.
- Frequency: As necessary for the continued thriving of all planting.

160 WATER RESTRICTIONS

- General: If water supply is, or is likely to be, restricted by emergency legislation, submit proposals for an alternative suitable source of water. Obtain instructions before proceeding.

170 DISPOSAL OF ARISING

- General: Unless specified otherwise, dispose of arisings as follows:
 - Biodegradable arisings: Remove to recycling facility.
 - Grass cuttings: Remove to recycling facility.
 - Tree roots and stumps: Remove from site.
 - Shrub and tree prunings: Remove to recycling facility.
 - Litter and nonbiodegradable arisings: Remove from site.

175 DISPOSAL OF ARISING

- General: Unless specified otherwise, dispose of arisings as follows: Off site.

180 CHIPPING OR SHREDDING

- General: Not permitted on site.

181 MECHANICAL EQUIPMENT

- General: Minimize.
- Prohibited equipment: -.
- Timing: Use of mechanical equipment allowed between the hours of 10:00 am and 4:00 pm only.

190 LITTER

- Extraneous rubbish not arising from the contract work: Collect and remove from site.

197 CLEANLINESS

- Soil and arisings: Remove from hard surfaces.
- General: Leave the works in a clean, tidy condition at completion and after any maintenance operations.

GRASSED AREAS**210 MAINTENANCE OF GRASSED AREAS**

- General: Maintain turf in a manner appropriate to the intended use.
- Soil and grass:
 - Condition: Maintain a healthy vigorous sward, free from disease, fungal growth, discolouration, scorch or wilt.
 - Waterlogging and compaction: Prevent.
 - Damage: Repair trampling, abrasion or scalping.
- Ornamental lawns: Maintain reasonably free from moss, excessive thatch, weeds, frost heave, worm casts and mole hills.
 - Edges: Neat and well defined, in clean straight lines or smooth flowing curves.
- Litter and fallen leaves: Remove regularly to maintain a neat appearance.

211 MAINTENANCE OF GRASSED AREAS

- Standard: To BS 7370-3. Carry out maintenance appropriate to each category of turf, as follows:
 - Objectives: To BS 7370-3, table 6.
 - Programme: To BS 7370-3, clause 11.
 - Mowing methods: To BS 7370-3, table 3.

220 GRASS CUTTING GENERALLY

- Before mowing: Remove litter, rubbish and debris.
- Finish: Neat and even, without surface rutting, compaction or damage to grass.
- Edges: Leave neat and well defined. Neatly trim around obstructions.
- Adjoining hard areas: Sweep clear and remove arisings.
- Drought or wet conditions: Obtain instructions.

225 TREE STEMS

- Precautions: Do not use mowing machinery closer than 100 mm to tree stems. Use nylon filament rotary cutters and other hand held mechanical tools carefully to avoid damage to bark.

235 BULBS AND CORMS IN GRASSED AREAS

- Before flowering: Do not cut.
- Interval between end of flowering and start of grass cutting (minimum): Six weeks.

250 LEAF REMOVAL

- Operations: Collect fallen leaves.
- Special requirements: None.
- Disposal: Remove from site for recycling.

255 FIRST CUT OF ALL GRASSED AREAS

- Height of initial growth: 40-75 mm.
- Preparation:
 - Debris and litter: Remove.
 - Stones and earth clods larger than 25 mm in any dimension: Remove
- Height of first cut: 40 mm.
- Mower type: Contractor's choice.
- Arisings: Remove.

- 265 MOWING GENERAL AREAS
- Grass height: Maintain between 50 and 75 mm.
 - Arisings: Remove.
- 285 TOP DRESSING
- Location: All lawns.
 - Timing: November.
 - Material: Dry sand.
 - Supplier: Contractor's choice.
 - Product reference: Submit proposals.
 - Declaration of analysis: Submit.
 - Additional analyses: Not required.
 - Samples: Not required.
 - Application rate: 2 kg/m².
- 295 SPIKING
- Location: All lawns.
 - Timing: February or March, after first mowing.
 - Operations: Aerate the soil and improve surface water penetration.
 - Depth (minimum): 100 mm into soil.
- 300 SCARIFYING
- Location: All lawns.
 - Timing: Contractor's choice.
 - Operations: Relieve thatch conditions and remove dead grass.
 - Depth (maximum): 25 mm into soil.
 - Arisings: Remove.
- 310 RE-FORMING GRASS EDGES
- Location: Where damage occurs.
 - Edges: Draw back soil and re-form edges to clean straight lines or smooth flowing curves, sloping slightly back from vertical.
- 320 LEVELLING HOLLOWES AND BUMPS IN TURF
- Standard: To BS 7370-3, clauses 12.4 and 12.5.
- 350 FERTILIZER - SPRING APPLICATION
- Type: Slow release.
 - Application rate: 100 g/m².
- 360 FERTILIZER - AUTUMN APPLICATION
- Type: Slow release.
 - Application rate: 100 g/m².
- 380 REINSTATEMENT OF DAMAGED LAWNS
- Damaged turf: Remove to a depth of 40 mm.
 - Preparation: Cultivate substrate to a fine tilth.
 - Reinstatement: Contractor's choice of returfing or topsoiling and reseeding:
 - Returfing: Quality and appearance to match existing.
 - Reseeding: Fill with fine topsoil to BS 3882 multi purpose class, free from stones, debris and weeds. Reseed with a seed mix to match existing grass in quality and appearance.
 - Protection and watering: Provide as necessary to promote successful germination and/ or establishment.

381 REINSTATEMENT OF WORN OR DAMAGED LAWNS

- Worn or damaged areas: Make good by returfing or reseeded:
 - Returfing standard: To BS 7370-3, Clause 12.2.
 - Reseeding standard: To BS 7370-3, Clause 12.6.
- Turf or seed: To match existing in appearance and quality.
- Protection and watering: Provide as necessary to promote successful germination and/ or establishment.

SHRUBS/TREES/HEDGES**500 ESTABLISHMENT OF NEW PLANTING**

- Duration: Two years.
- Weed control:
 - Method: Keep planting beds clear of weeds by maintaining full thickness of mulch.
 - Area: Maintain a weed free area around each tree and shrub, minimum diameter the larger of 1 m or the surface of the original planting pit.
- Soil condition: Fork over beds to keep soil loose, with gentle cambers and no hollows. Do not reduce depth or effect of mulch.
- Watering: Contractor's choice.

502 ESTABLISHMENT OF NEW PLANTING - FERTILIZER

- Time of year: March or April.
- Type: Slow release.
- Spreading: Spread evenly. Carefully lift and replace any mulch materials.
 - Application rate: As manufacturer's recommendations.

540 PRUNING GENERALLY

- Pruning: In accordance with good horticultural and arboricultural practice.
 - Removing branches: Do not damage or tear the stem or bark.
 - Wounds: Keep as small as possible and cut cleanly back to sound wood.
 - Cutting: Make cuts above and sloping away from an outward facing healthy bud, angled so that water will not collect on cut area.
 - Larger branches: Prune neither flush nor leaving a stub, but using the branch bark ridge or branch collar as a pruning guide.
- Appearance: Thin, trim and shape each specimen appropriately to species, location, season, and stage of growth, leaving a well balanced natural appearance.
- Tools: Use clean sharp secateurs, hand saws or other approved tools. Trim off ragged edges of bark or wood with a sharp knife.
- Disease or infection: Give notice if detected.
- Growth retardants, fungicide or pruning sealant: Do not use unless instructed.

545 PRUNING OF EXCESSIVE OVERHANG

- Timing: As instructed.
- Operations: Remove growth encroaching onto grassed areas, paths, roads, signs, sightlines and road lighting luminaires.
- Special requirements: Allow ground cover plants to partially overlap paths and lawns.

550 PRUNING OF EXCESSIVE HEIGHT

- Timing: As instructed.
- Operations: Remove excessive height As instructed.

555 PRUNING TREES AND SHRUBS

- Standard: To BS 7370-4.
- Special requirements: Growth retardants not permitted.

- 575 PRUNING ORNAMENTAL SHRUBS
- General: Prune to encourage healthy and bushy growth and desirable ornamental features, e.g. flowers, fruit, autumn colour, stem colour.
 - Suckers: Remove by cutting back level with the source stem or root.
- 600 TRIMMING RAPIDLY ESTABLISHING HEDGES
- General: Allow to reach planned height as rapidly as possible.
 - Form: Trim back lateral branches moderately.
- 620 REMOVAL OF DEAD PLANT MATERIAL
- Operations: At the end of the growing season, check all shrubs and remove all dead foliage, dead wood, and broken or damaged branches and stems.
- 625 CLIMBING PLANTS
- Pruning: Remove excess growth, to ensure that signs, light fittings, doors and windows are kept clear at all times.
 - Insecure growth: Attach to supporting wires or structures using Plastics clips.
 - Supporting structures: Check and repair as necessary.
- 635 REINSTATEMENT OF SHRUB/ HERBACEOUS AREAS
- Dead and damaged plants: Remove.
 - Mulch/ matting materials:
 - Carefully move to one side and dig over the soil, leaving it fit for replanting.
 - Do not disturb roots of adjacent plants.
 - Replacement plants:
 - Use pits and plants: To original specification or to match the size of adjacent or nearby plants of the same species, whichever is the greater.
 - Additional requirements: Submit proposals.
 - Dressing: Slow release fertilizer:
 - Type: Submit proposals.
 - Application rate: As manufacturer's recommendations.
- 640 THINNING BY REMOVAL OF SURPLUS PLANTS
- Plants to be thinned: as instructed.
 - Standard: BS 7370-4.
 - Timing: as instructed.
 - Roots:
 - Disturbance to adjacent plants: Minimise.
 - Soil: Refill holes with topsoil to leave an even graded surface.
 - Mulch: Maintain mulch as original specification.
 - Adjacent plants: Make good any minor damage immediately.
 - Plants for retention: Select plants with a strong healthy habit.
 - Mature planting density: -.
- 645 WEED CONTROL GENERALLY
- Weed tolerance: At all times, weed cover less than 5% and no weed to exceed 100 mm high.
 - Adjacent plants, trees and grass: Do not damage.
- 650 HAND WEEDING
- General: Remove weeds entirely, including roots.
 - Disturbance: Remove the minimum quantity of soil, and disturb plants, bulbs and mulched surfaces as little as possible.
 - Completion: Rake area to a neat, clean condition.
 - Mulch: Reinstate to original depth.

- 665 WEED CONTROL WITH WINTER HERBICIDE
- Type: Suitable residual soil acting herbicide.
 - Time of year: Unless otherwise agreed, complete before end of March.
 - Timing: Allow recommended period for herbicide to take effect before clearing dead weeds.
- 670 WEED CONTROL WITH SUMMER HERBICIDE
- Type: Suitable foliar acting herbicide.
 - Timing: Allow recommended period for herbicide to take effect before clearing dead weeds.
- 680 SOIL AERATION
- Compacted soil surfaces:
 - Prick up: To aerate the soil of root areas and break surface crust.
 - Size of lumps: Reduce to crumb and level off.
 - Damage: Do not damage plants and their roots.
- 685 SOIL LEVEL ADJUSTMENT
- Level of soil/mulch at edges of beds: Reduce to 50 mm below adjacent grass or hard surface.
 - Arisings (if any): Spread evenly over the bed.
- 690 MAINTENANCE OF LOOSE MULCH
- Thickness (minimum): 50 mm.
 - Top up: Twice per year.
 - Mulch spill on adjacent areas: Remove weeds and rubbish and return to planted area.
 - Weeding: Remove weeds growing on or in mulch by hand weeding.

HARD LANDSCAPE AREAS/FENCING

- 910 HARD SURFACES AND GRAVEL AREAS
- Herbicide: Apply a suitable foliar acting or residual herbicide. Allow recommended period for herbicide to take effect before clearing arisings.
 - Hard surfaces: Remove litter, leaves and other debris.
 - Surface gutters and channels: Remove mud, silt and debris.
 - Drainage gullies: Empty traps and flush clean.
 - Gravel areas: Rake over. Remove weeds, litter, leaves and debris, and level off.
 - Repairs to flexible bituminous pavings: In accordance with the original paving specification or BS 7370-2, clause 4.12.
 - Stain removal: In accordance with BS 7370-2, table 4.
- 920 FENCING
- Fences: Inspect and repair to maintain protection against intruders.