

# Arboricultural Method Statement

Scotlands Coach House

Scotlands Lane

Haslemere, Surrey GU27 2FJ

Client: Mr Nigel Quick

Revised: November 2019

## Contents

---

1.	Introduction.....	3
2.	Background and scheme revisions.....	3
3.	Liaison & communication.....	4
4.	Tree removals.....	5
	<i>Table 1 – Tree Removals</i> .....	5
5.	Protective fencing .....	5
6.	Ground protection.....	6
7.	Excavation of foundations.....	6
8.	Underground services .....	6
9.	Landscaping.....	7
10.	Supervision & monitoring .....	7
	<i>Table 2 - Timings of Supervision and Monitoring Visits</i> .....	8

## Appendices

Appendix 1 – Tree Schedule

Appendix 2 – Tree Protection Plan

## 1. Introduction

---

- 1.1 The purpose of this method statement is to detail what actions need to be taken to prevent unacceptable damage occurring to the retained trees on the adjacent site during the proposed construction of a new dwelling at Scotlands Coach House, Scotlands Lane, Haslemere, Surrey, GU27 2FJ.
- 1.2 This method statement complies with the recommendations of British Standard BS 5837: 2012, *Trees in relation to design, demolition and construction – Recommendations* ('BS 5837').
- 1.3 This method statement is designed to reflect the principles of the tree protection required for the proposed development and should not be read as a definitive engineering or construction statement for this site. Matters relating to the construction detail or engineering performance of any protective provisions recommended should be referred to an architect or to a qualified structural engineer, for further information and specification as to their practical implementation in a manner that satisfactorily guarantees their protective intent or function.

## 2. Background and scheme revisions

---

- 2.1 An earlier proposal for the construction of a detached dwelling on this site was considered under planning application reference WA/2019/1060 by Waverley Borough Council ('WBC'), but was refused on the 16<sup>th</sup> August 2019. The first of the Council's two reasons for refusal stated as follows: *"The proposed development would be sited within the root protection area of the oak trees to the south-east of the site, one of which is the subject of a TPO, and would therefore result in harm to trees of significant value, which would be detrimental to the visual amenity and character of the area. The proposal is therefore contrary to Policies TD1 and NE2 of the Local Plan 2018 (Part 1) and Policies D6 and D7 of the Local Plan 2002."*
- 2.2 The oak trees referred to in the Council's reason for refusal stand in adjoining property beyond the south-east site boundary, and are identified as trees 1 and 2 in the tree schedule attached at **Appendix 1** to this method statement. Tree 1, the larger of the two at 22m in height and 1000mm trunk diameter, is in good condition and assessed as a category 'A' tree under the BS 5837 classification. Tree 2, however, the smaller tree at 17m in height and 770mm trunk diameter, is in poor condition, due to past storm damage and a possible past lightning strike, structural defects and low physiological vigour. Accordingly, it is assessed as having a reduced future life expectancy and as a category 'C' specimen only according to the BS 5837 system.
- 2.3 Following the earlier refusal, the scheme was revised and re-submitted under planning application reference WA/2019/1540, the principal change being that the proposed detached dwelling was re-sited further westwards within the site, closer to Scotlands Lane.
- 2.4 In response to comments received on the re-submitted scheme, further revisions to the siting of the dwelling have been made, resulting in the south-east flank wall of the proposed house now being 750mm beyond the perimeter of the root protection area ('RPA') of tree 1 at its

closest point, and 1.9m beyond the perimeter of the RPA of tree 2 at its closest point. The building is therefore now sited outside the RPAs of both trees, and appreciably beyond them, as can be seen by reference to the blue dashed outline on the TPP, which represents the position as previously proposed.

- 2.5 Due to the rise in ground levels south-eastwards across the site, the ground floor of the proposed house will be partially dug into the rising ground, to a maximum of 1.2m below existing levels on its south-east flank. A sectional elevation prepared by the scheme architect shows how this would be achieved in construction terms, incorporating the necessary concrete retaining/tanking wall to the ground floor, the land drain to discharge water from around the dwelling flank, and the reinforced concrete footing, all of which can be achieved without encroaching beyond the 750mm minimum distance to the perimeter of the RPA of tree 1, subject to the measures specified within this method statement and indicated on the accompanying tree protection plan ('TPP') at **Appendix 2**.
- 2.6 In response to WBC's Tree Officer's expressed requirements, the proposed plans also now incorporate the routes of proposed surface water drainage to the development, in order to demonstrate that these do not affect or encroach within the RPAs of the two oak trees (or those of trees to be retained within the site). Moreover, the plans identify areas and spaces for site facilities, materials laydown/storage etc., to demonstrate that construction operations can be satisfactorily accommodated without venturing into or compromising the trees' RPAs, or requiring removal or relocation of temporary protective fencing.
- 2.7 These various provisions have been embodied within the accompanying TPP to this method statement, which thereby demonstrate that the proposed dwelling, and its construction, can be achieved without impacting adversely on the off-site retained oak trees.

### **3. Liaison & communication**

---

- 3.1 The developer shall appoint an arboricultural consultant to ensure that the specified tree protection measures are carried out during the entire construction process.
- 3.2 Before any works of any description take place on the site, the developer shall convene a pre-start meeting. This should be attended by the developer's contract manager, the site manager, the groundwork contractor, the arboricultural consultant and, if so required, the LPA tree officer. The meeting will be led by the arboricultural consultant who will ensure that contact numbers are exchanged and that the methods of tree protection outlined in this statement are fully discussed and explained. Any modifications to this statement arising from this meeting will be recorded and the revisions circulated to all parties.
- 3.3 The developer shall inform the arboricultural consultant if at any time during the construction process, the site manager is replaced. In this event, the arboricultural consultant will, within 5 days, arrange a meeting with the new site manager to review all the remaining aspects of this method statement.

- 3.4 A copy of this method statement shall be given to all personnel who have control over works of any nature within the Root Protection Areas (RPAs) of the retained trees. The developer will ensure that adequate instruction is given for the implementation of the protection measures outlined within this statement.

## 4. Tree removals

---

- 4.1 The trees listed in *Table 1* below shall be felled to ground level; stumps shall be ground out to 450mm below ground level.
- 4.2 No pruning of the retained trees is required to permit construction of the proposed development.
- 4.3 Tree felling will be carried out in accordance with British Standard BS 3998: 2010, *Tree work - Recommendations*.

Tree no.	Species	Height	BS Category	Work required	Reason for work
3	Sweet Gum	4m	C	Fell to ground level	Within footprint of building.
4-5	Fastigate Hornbeam	3m	C	Fell to ground level	Within footprint of building.
G1	Apples 4no	3m	C	Fell to ground level	Within footprint of building and new landscape area.

*Table 1 – Tree Removals*

## 5. Protective fencing

---

- 5.1 No vehicles of any kind shall enter the site, nor any works commence, until the root protection areas of the retained trees, as shown on the TPP, have been protected by the erection of protective fencing to the specification found in BS 5837, Section 6.2. The location of the fencing is denoted by the continuous, bold purple lines on the TPP.
- 5.2 The fencing shall comprise of 2m tall welded mesh panels on rubber or concrete feet. Panels are to be joined together using a minimum of two anti-tamper couplers, installed so that they can only be removed from inside the fence. The panels should be supported on the inner side by stabiliser struts, which should be attached to a base plate and secured with ground pins. Notices stating “*Tree Protection Zone – Keep Out*” will be attached with cable ties to every other panel.
- 5.3 No activity of any kind shall be undertaken behind this protective fencing; there shall be no storage of materials, no access for vehicles or personnel and no excavation or changes in soil level of any kind.
- 5.4 Areas for storing or mixing of fuels, oils or cement shall be agreed at the pre-start meeting. None of these areas shall be within the areas behind the protective fencing.

- 5.5 If the protective fencing is accidentally damaged or knocked over, the damaged sections shall be immediately marked with high visibility tape or with mesh fencing. The damaged sections shall be replaced or repaired to the original specification within 48 hours.
- 5.6 The protective fencing will not be moved, dismantled or relocated without the prior approval of the arboricultural consultant. When the construction period is complete the fencing may then be removed, but only after first informing the arboricultural consultant of this intention.

## **6. Ground protection**

---

- 6.1 In order to protect the structure of the soil within the RPAs of trees adjacent to areas of construction, temporary ground protection shall be put in place for the duration of the construction period, in the locations shown by pink hatching on the TPP. This ground protection should be capable of supporting any traffic, pedestrian or mechanical, entering or using the site without being distorted or causing compaction of underlying soil.
- 6.2 The ground protection shall comprise the following:
- ) Proprietary inter-linked ground protection boards placed on top of a compression-resistant layer (e.g. 150mm depth of woodchip), laid onto a geotextile membrane.

## **7. Excavation of foundations**

---

- 7.1 None of the proposed foundations lie within the RPAs of trees to be retained. However, in order to prevent the need for excavations into the rising ground to be battered back into the RPAs of the off-site trees, and to prevent collapse of soil from around tree roots within the RPAs, the excavation to accommodate the ground floor, foundations, and retaining/tanking wall and drainage along the south-east building flank shall be supported by suitable vertical shuttering or steel sheeting until the foundation and retaining wall construction has been completed. Plant or machinery used to position or install the shuttering or sheeting shall be stationed and operated from outside the trees' RPAs only. The extent of the shuttering or sheeting required is denoted by the bold orange line on the TPP.
- 7.2 The arboricultural consultant shall be in attendance on site whilst the excavation along the line of the south-east elevation and installation of the shuttering is undertaken, in order to ensure that no excavations or associated operations encroach into the RPAs of the off-site trees. Any roots exposed during the excavations shall be cleanly pruned back to the excavation face by the arboricultural consultant, using secateurs or a sharp saw.

## **8. Underground services**

---

- 8.1 With the exception of surface water drainage arrangements, detailed drawings of proposed underground services have not been produced at this stage of the planning application. However, at the detailed design stage and subject to planning consent, proposed

underground services will be located and routed outside the RPAs of the retained trees (both off-site and on-site) to enter the proposed dwelling on either its south-west or north-west elevations, or will utilise existing service routes if these are available.

- 8.2 Although considered to be unlikely in this case, in the event that existing service routes are available and can be re-used, but are within the RPAs of any retained trees and require upgrading, care shall be taken to minimise disturbance and where practicable, trenchless techniques employed; only as a last resort should open excavations be considered. Where any existing services within RPAs are deemed not satisfactory for any further use, they should be left in situ rather than being excavated/removed.
- 8.3 In the event that incursions into RPAs are unavoidable, any new installation will comply with the methods and guidelines detailed in in the National Joint Utilities Group (NJUG), Volume 4, *Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees*, Issue 2, 2007.

## **9. Landscaping**

---

- 9.1 Prior to the commencement of any landscaping works within the protected area behind the protective fencing the developer shall arrange a pre-start meeting with the site manager, the arboricultural consultant and the landscape contractor. The details of this part of the method statement shall be discussed in relation to the proposed landscape operations and a clear sequence of operations established.
- 9.2 Within the RPAs the following principles will be maintained:
- ) Existing ground levels shall not be substantially altered.
  - ) No plant or vehicles shall enter the RPA.
  - ) No fuels or chemicals shall be stored within any of these areas.
  - ) Any excavation required for fence posts, log retaining walls or any other landscape structures shall be undertaken by hand, under direct arboricultural supervision. If roots are encountered then the position of the excavation shall be moved to a new location. If this is not possible then any roots with a diameter less than 25mm may be cut cleanly by hand. Any exposed roots shall be re-covered within 24hrs of excavation.
  - ) No structure shall be fastened in any way to the trunks of the retained trees.
  - ) No drainage or irrigation pipes shall be installed within the RPAs of the retained trees.
  - ) Any unwanted vegetation shall be removed by hand.

## **10. Supervision & monitoring**

---

- 10.1 The arboricultural consultant shall visit the site on a regular basis, as agreed with the local planning authority at the pre-start meeting, or when specifically required as set out in *Table*

2 below, to ensure that the tree protection measures are kept in place and functioning as designed. Regular contact will be maintained with the site manager to determine any forthcoming operations that may make an impact on these tree protection measures and if arboricultural supervision is required. A record of these monitoring visits will be kept, and copies sent to the developer and the LPA.

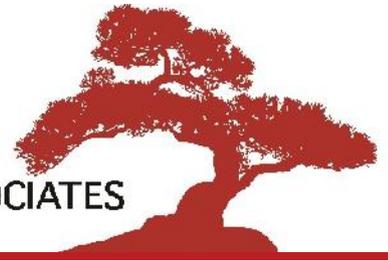
10.2 The site manager shall give at least 48 hours' notice to the arboricultural consultant of any operations, e.g. installation of underground services, construction of hard surfacing etc., which may make an impact on the RPAs of the retained trees.

10.3 Any alterations or variations in drawings for the site that are in, or within, the RPAs of the retained trees shall be referred in the first instance to the arboricultural consultant for his advice. If these changes make any kind of impact on the retained trees the arboricultural consultant shall suggest changes that will either avoid damage to the retained trees or offer solutions to minimize the impact.

Visit no.	Timing of visit	Function carried out
1	Prior to the start of any construction works.	To lead the pre-start meeting.
2	Following tree felling, erection of protective fencing and installation of ground protection.	To check protective fencing and ground protection have been installed in the correct locations and to the correct standard.
3	During excavation of foundations along SE building elevation.	To ensure correct installation and support of excavations by suitable shuttering/steel sheeting.
4	Every four weeks during the construction phase.	To check the protective fencing & ground protection remain in place and that activities which would be harmful to trees are not being carried out.
5	At any other time which is sensitive in arboricultural terms.	To ensure retained trees are protected from development activities.

*Table 2 - Timings of Supervision and Monitoring Visits*

10.4 Where any operations carried out by the developer deviate substantially from this method statement, a meeting will be convened between the developer, the arboricultural consultant and the site manager to determine the best method to mitigate any damage that may have occurred.



## APPENDIX 1 – Tree Schedule

---

## Notes for the Tree Schedule

This schedule is based on an inspection carried out by David Archer on Friday the 12<sup>th</sup> April 2019. Weather conditions at the time were overcast with light showers. Deciduous trees were not in leaf.

The information contained in this schedule reflects the conditions of those specimens at the time of inspection. They were inspected from the ground only; they were not climbed and no internal investigations were undertaken, thus no guarantee may be given as to their structural integrity.

As trees are dynamic organisms and subject to continual change no dimensions expressed in this schedule may be relied upon for development purposes for more than 24 months from the date of survey. Estimated dimensions are marked 'est'.

1. **No:** Expressed in sequential order starting from number 1 – woodlands, groups & hedges are prefixed as W, G, & H respectively.
2. **TPO / Con. Area:** Trees and Tree Groups protected by Tree Preservation Order(s), or Trees and Tree Groups standing within Conservation Areas; all trees with “TPO” or “CA” are protected from removal or pruning without prior consent from, or notification to, the local planning authority.
3. **Species:** The common name as given in “Collins Tree Guide”, Johnson & More (2004).
4. **Height:** Estimated with the aid of a ‘Disto’ laser range finder and expressed in metres.
5. **Trunk Diameter:** Measured at 1.5m above ground level and expressed in millimetres to the nearest 10mm; where multiple stems are present they are measured individually and a cumulative total calculated in accordance with BS5837 (2012).
6. **Radial Crown Spread:** Distance in metres from the centre of the trunk to each cardinal point of the compass and rounded up to the nearest half metre.
7. **Crown Clearance:** Mean height from adjacent ground level to the lowest point of the crown.
8. **Height to First Branch:** Height, in metres, of the first significant branch (100mm) or to crown break from ground level.
9. **Life Stage:** Young, Semi mature, Mature, Veteran/Ancient.
10. **Physiology:** Health and condition of the tree in comparison to a typical specimen of species and age: Good, Average, Below Average, Poor, Dead.
11. **Structure:** The structural condition of the tree based on an assessment of any visible roots, trunk and crown, noting the presence of any defects or decay: Good, Moderate, Indifferent, Poor, Hazardous.
12. **Estimated Years:** Estimate of remaining contribution expressed in years <10, 10-20, 20-40, 40+.
13. **Comments:** Notes relating to health and condition, structure and form, estimated life expectancy and importance within the local landscape.
14. **Category:** - A rating given to individual trees based on Table 1 in the British Standard, BS 5837 (2012) “*Trees in relation to design, demolition and construction - Recommendations*”.

Category ‘U’ - Trees in such a condition that any existing value would be lost within 10 years and which should, in the current context, be removed for reasons of sound arboriculture management.

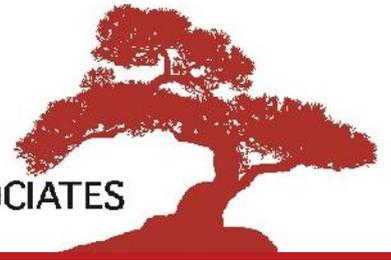
Category ‘A’ - Trees of high quality and value; in such a condition as to be able to make a substantial contribution (Normally a minimum of 40 years).

Category ‘B’ - Trees of moderate quality and value; those in such a condition as to make a significant contribution (Normally a minimum of 20 years).

Category ‘C’ - Trees of low quality and value; currently in adequate condition to remain until new planting could be established (Normally a minimum of 10 years), or young trees with a stem diameter below 150mm.

Sub-categories (where appropriate); 1 – Mainly arboricultural qualities: 2 – Mainly landscape qualities: 3 – Mainly cultural values, including conservation.

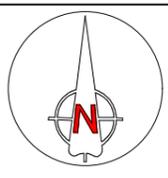
No.	Species	Height	Trunk Dia.	Radial Crown Spread	Crown Clearance	Height to 1st Branch	Life Stage	Physiology	Structure	Est. Years	Comments	Category
1	English Oak	22m	1000mm	N4m E5.5m S7.5m W5m	5m	4m	Mature	Average	Good	40+	Off-site tree; some historical storm damage in upper crown but no other significant, visible structural defects; form & structure typical for species and age; dominant in the local landscape; of high quality and value.	A
2	English Oak	17m	770mm	N6m E5m S2m W4.5m	4m	5m	Over-mature	Below average	Poor	20-40	Off-site tree; evidence of significant historical storm damage; many cavities in the upper trunk; major vertical fissure in trunk possibly from lightning strike; poor crown conformation; of low quality and value.	C
3	Sweet Gum	4m	220mm	2m	1.5m	1m	Semi-mature	Average	Poor	20-40	Poor crown conformation; of low quality and value.	C
4	Fastigate Hornbeam	3m	210mm	1.5m	2m	1m	Mature	Average	Moderate	40+	Heavily pruned and maintained at present height; of moderate quality but low value.	C
5	Fastigate Hornbeam	3m	210mm	1.5m	2m	1m	Mature	Average	Moderate	40+	Heavily pruned and maintained at present height; of moderate quality but low value.	C
G1	Apple	3m	Av 220mm	2.5m	1m	1m	Mature	Average	Moderate	40+	Heavily pruned and maintained at present height; of moderate quality but low value.	C



## APPENDIX 2 – Tree Protection Plan

---

**EXISTING SITE PLAN  
INDICATING PROPOSED  
TREE REMOVALS**



**DAVID ARCHER ASSOCIATES**  
ARBORICULTURAL CONSULTANCY

Project: Scotland Coach House  
Scotland Drive, Haslemere  
Surrey GU27 2FJ

Client: Mr Quick

Drawing: TREE PROTECTION PLAN

Based on: Proposed Plans: P19-041-P-003A & P19-041-P-301

Drawing No: TPP 04 Rev: ----

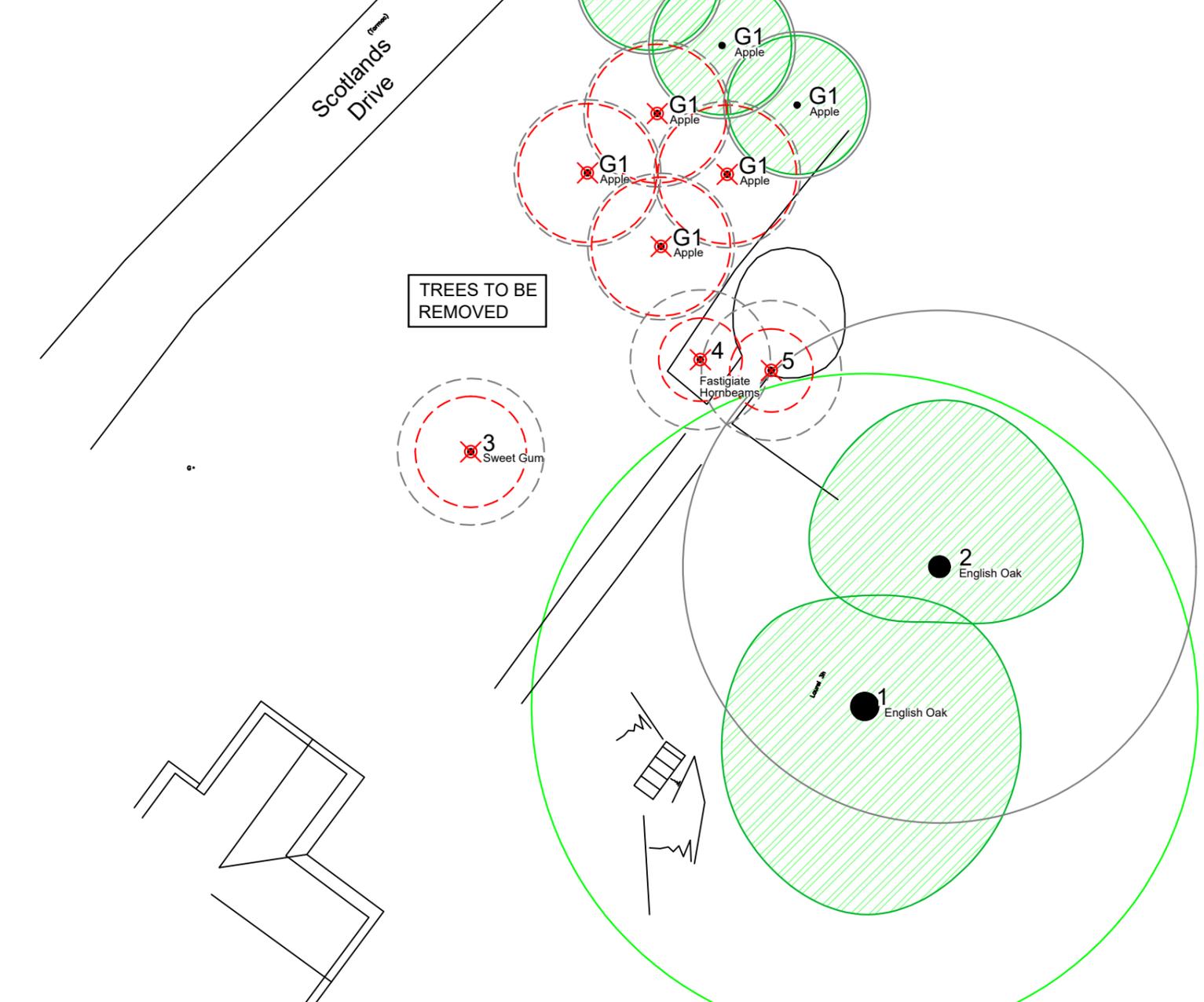
Date: Nov 2019 Scale: 1:200 & 250 @ A3 Drawn: MR

Tree nos.:	● 1	Canopies of trees:	○	Trees to be removed:	⊗
Category 'A' RPA:	○	Category 'C' RPA:	○		
Protective fencing:	—	Ground protection:	—	Vertical shuttering/shielding:	—

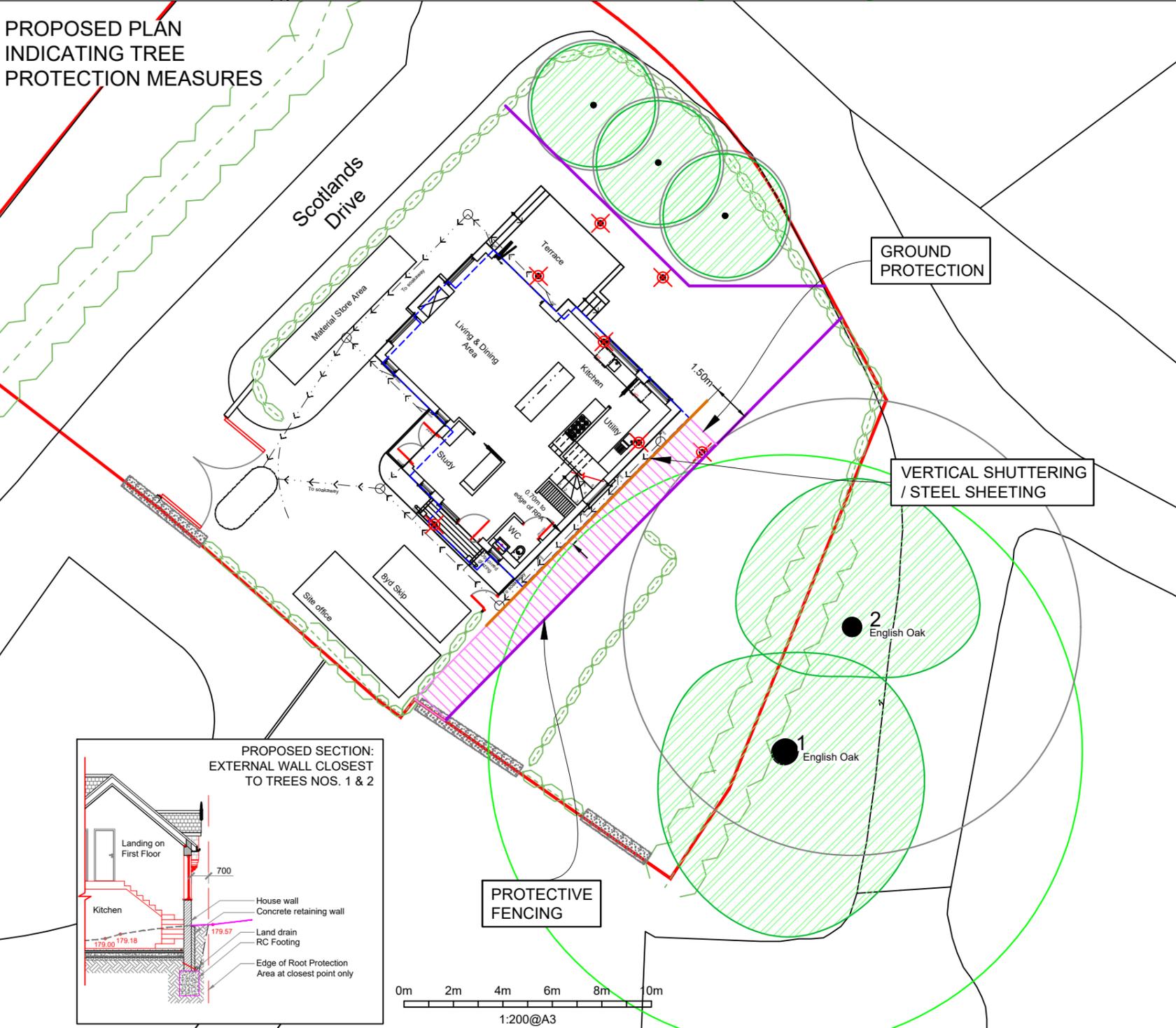
David Archer Associates. 01273 587795. david@daa-arboriculture.co.uk

The original of this drawing was produced in colour - a monochrome copy should not be relied upon.

© This drawing is copyright & must not be reproduced without consent from David Archer Associates.



**PROPOSED PLAN  
INDICATING TREE  
PROTECTION MEASURES**



**PROTECTIVE FENCING**

To comprise of 2m tall welded mesh panels on rubber or concrete feet. Panels are to be joined together using a minimum of two anti-tamper couplers, installed so that they can only be removed from inside the fence. The panels should be supported on the inner side by stabiliser struts, which should be attached to a base plate and secured with ground pins.

**GROUND PROTECTION**

To be installed prior to any demolition or construction works.

Proprietary inter-linked ground protection boards placed on top of a compression-resistant layer (e.g. 150mm depth of woodchip), laid onto a geotextile membrane.

**VERTICAL SHUTTERING / STEEL SHEETING**

To prevent excavation into the rising ground being battered back into the RPAs of the off-site trees, and to prevent collapse of soil from around tree roots, excavation for the ground floor, foundations, retaining/tanking wall and drainage along the south-east building flank shall be supported by suitable vertical shuttering or steel sheeting until the foundation and retaining wall construction has been completed. Plant or machinery used to position or install the shuttering or sheeting shall be stationed and operated from outside the trees' RPAs only. The arboricultural consultant shall be in attendance on site whilst the excavations and installation of the shuttering are undertaken, to ensure that no excavations or associated operations encroach into the RPAs. Any roots exposed during the excavation face will be cleanly pruned back to the excavation face by the arboricultural consultant, using secateurs or a sharp saw.

