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Arboricultural Impact Assessment Method Statement & Tree Protection Plan (to BS:5837 2012)

**Land north of The Crescent, St Ippolyts
Hitchin, SG4 7RE**

Prepared for Hornbeam Homes Limited

Prepared by Trevor Heaps BSc, MICFor, RC. Arbor. A

Date: 18th March 2026

Ref: TH 5926 b



Summary

It is proposed to construct new dwellings on land north of The Crescent.

The proposals will require the removal of a small group of 5 Cypresses. To mitigate, new trees will be planted post-construction as part of a comprehensive re-landscaping plan.

Some basic tree protection measures and working methodology (in accordance with BS 5837:2012) will ensure the retained trees are not detrimentally affected during construction.

The relationship between the proposal and trees is sustainable and will not result in any unreasonable pressure to carry out inappropriate tree works.

If the proposal is implemented in accordance with the recommendations laid out in this report, neither the trees or wider landscape will be adversely affected.

This is an arboriculturally defensible scheme and there are no (arboricultural) reasons why planning consent should not be granted.

It is considered that enough information has been provided to demonstrate this proposal is feasible. If any further information is required, this should be dealt with by condition.

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1.0 Introduction

1.1 I am Trevor Heaps, Director of Trevor Heaps Arboricultural Consultancy Ltd. I hold a First-Class Honours Degree in Arboriculture; I am a Chartered Arboriculturist and a professional member of the Institute of Chartered Foresters; and I am also a Registered Consultant with the Arboricultural Association. Further information about my qualifications and experience is provided in Appendix 1.

1.2 Contact details:

Who	Name	Organisation	Details
Arboricultural Consultant	Trevor Heaps	THAC Ltd., Velood, Barnes Lane, Milford-on-Sea, Hampshire, SO41 0RR	 trevor@trevorheaps.co.uk
Client		Hornbeam Homes Limited	
North Hertfordshire District Council	Tree Officer	North Herts Council, PO Box 10613, Nottingham, NG6 6DW	Tel: 01462 474000 Email: response@letchworth.com

2.0 Instruction

2.1 We are to survey all significant trees that could be affected by the proposed works.

2.2 We are then to prepare a report to appraise the effect these works will have on any nearby trees and the surrounding landscape.

2.3 We are then to set out recommendations for the protection of the trees during development - in accordance with British Standard 5837:2012 'Trees in relation to design, demolition and construction – Recommendations' (BS5837).

3.0 Drawings provided.

3.1 Site Plan as Proposed – Ref. 1171/PL03 – Drawn by M Scott Architectural Design

4.0 Report context

4.1 The site was surveyed by Stuart Hunt on the 9th March 2026.

4.2 The trees were surveyed from within the site at ground level. No climbed inspections were carried out and no root/soil samples were taken for analysis.

4.3 The trees were inspected based on the Visual Tree Assessment (VTA) developed by Mattheck & Breloer (The Body Language of Trees, 1994).

4.4 Tree heights, crown spreads and stem diameters were measured with a clinometer, a Disto laser measure and a diameter measuring tape respectively.

4.5 Small trees and shrubs (with stem diameters less than 75mm) were not surveyed.

4.6 This report is based on the information provided (i.e. site plans, proposed drawings, scales, measurements etc.) and observations during the site visit.

4.7 This report will support a planning application and/or an application to discharge a tree-related condition, and its purpose is to assist and inform the planning process.

4.8 This report does not set out the detailed, working specifications of tree protection measures and engineering / design features, but provides sufficient detail to demonstrate the feasibility of the scheme in principle.

4.9 The report does not assess the potential influence of trees upon load-bearing soils beneath existing and proposed structures (resulting from water abstraction by trees on shrinkable soils).

5.0 Statutory tree protection

5.1 We were advised that none of the trees within or adjacent to this site are covered by a Tree Preservation Order (TPO), or growing within a Conservation Area.

6.0 Ecological constraints

6.1 The Wildlife and Countryside Act 1981 (as amended by the Countryside and Rights of Way Act 2000) provides statutory protection to birds, bats and other species that inhabit trees.

6.2 In addition to any tree matters considered in this report, these protected animals could impose significant constraints on the use and timing of access to the site.

7.0 The site

7.1 This property is situated within a leafy part of Hitchin.

8.0 The soil and topography

8.1 The soils at this site were determined using information provided by the British Geological Survey and observations during the site visit.

8.2 The site is generally level with no adverse features, although there is a rise from road level to then a level site. The soil texture is Zig Zag Chalk Formation-Chalk.

8.3 Given the information above, the soil has little potential of becoming compacted (which is harmful to tree roots); however, tree protection will not be relaxed.

9.0 Arboricultural Impact Assessment (AIA) and Tree Protection Methods

9.1 The following section describes the potential effects the construction works will have on the subject trees. Mitigation measures are recommended, and this information should be read in conjunction with the supporting Tree Protection Plan (TPP).

9.2 Further information on the subject trees is provided in Appendices 2 & 3.

9.3 Trees to be removed to facilitate development

9.3.1 The proposals will require the removal of a small group of 5 Cypresses.

9.3.2 They are not particularly valuable (see photo 1) or visible from outside the site, and neither the amenity or arboreal character of the local area will be affected by their removal. However, to mitigate, new trees will be planted post-construction as part of a comprehensive landscaping scheme.

9.3.3 It is normally appropriate to deal with re-planting matters by condition or by way of a landscape plan; however, the following details can be confirmed at this stage:

- The new tree trees will be of standard size (about 2-3m high)
- The new tree species will be carefully chosen to suit the site conditions and reflect the existing arboreal character of the local area
- The new tree trees will be planted in full accordance with current British Standards (BS 8545: From Nursery to Independence in the Landscape);
- Once planted, the tree trees will be regularly maintained (watered and weeded during the spring and summer months) for at least 5 years or until established.

Photo 1.



9.4 Physical damage to stems of retained trees

9.4.1 There is a risk that the crowns and stems of some of the retained trees could be accidentally damaged during development.

9.4.2 To minimise this risk, protective fencing will be erected in front of their stems and, where space allows, along their canopy extents.

9.5 Soil compaction around retained trees

9.5.1 Soil compaction can be caused by various construction-related activities such as storage of materials and the use of heavy machinery (or even heavier than normal pedestrian access during works). It is harmful to tree roots because it reduces gaseous exchange and the availability of water and nutrients.

9.5.2 To avoid the soil becoming unnecessarily compacted, all vulnerable areas will be separated from the working area by protective fencing or will be covered with ground protection.

9.5.3 The existing hard surfaces will provide ample protection for any roots growing beneath and so do not need reinforcing.

9.6 Foundations within RPA of retained trees

9.6.1 The excavations required (for the foundations of the garage at plot 4) will result in the following RPA incursion:

- Horse Chestnut T15 – 9m of 274m² = 3.3%

9.6.2 Section 5.3.1 (a) of BS 5837:2012 recommends that, if operations (in this case, excavations for foundations) are proposed within a tree's RPA then, the project arboriculturist should demonstrate that it can remain viable and that the area lost to encroachment can be compensated for elsewhere, contiguous with its RPA.

9.6.3 An RPA is an estimation of the minimum root system needed to sustain the condition of a tree (if all roots outside it were to be severed); it is not a measure of a tree's entire rooting system.

9.6.4 It is commonly accepted, within the arboricultural industry, that the RPA represents about a third of a tree's actual rooting system and, consequently, whilst the RPA is particularly important to

ensure that there are no adverse effects on stability, if an encroachment does not significantly reduce the overall assimilative function of the root system, it is unlikely to cause harm.

9.6.5 Therefore, although there is an incursion into the tree's RPA (minimum root system needed); the percentage of the tree's actual rooting system affected is much less (a third of the figure shown above). Furthermore, it is possible to offset the incursion within soft areas contiguous with the RPA (within the surrounding land).

9.6.6 In terms of viability, research has shown that healthy trees of most species can withstand the loss of some roots (to a maximum of about 20% of the rooting area) with no long-term detrimental impact (Helliwell & Fordham 1992).

9.6.7 The tree is healthy, and methodology has been provided in the appendices to minimise root disturbance.

9.6.8 So long as the methodology is followed, and the vulnerable parts of the tree's RPA is protected during construction, it will not be adversely affected.

9.7 New surfaces to be laid within RPA of retained trees (3d Cellweb)

9.7.1 Part of the access road, some of the parking spaces and part of two of patios are to be constructed within the RPAs of retained trees.

9.7.2 To minimise root disruption during construction and allow for root growth afterwards, these new surfaces will be 'no-dig' and permeable.

9.7.3 To ensure an adequate level of root protection is provided during all stages of development, the new surfaces will be created after all heavy construction works have taken place. Until this time, the areas affected will be covered with heavy-duty ground protection or will be fenced off.

9.7.4 Where within the RPAs of retained trees, the new surface edging will be held in place with raised timber sleepers (pegged into place). There will be no kerbs or concrete haunching.

9.8 Underground services

9.8.1 The proposals will be designed in such a way as to either connect directly to existing underground services (with no further excavations) or be connected to existing services using a route outside the RPAs of trees shown retained.

9.8.2 If existing services within RPAs 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 existing services within RPAs are deemed not satisfactory for any further use, they should be left in situ rather than being excavated or removed.

9.8.3 If, for whatever reason, the proposed services need to be moved (and incursions into RPAs are unavoidable), then the installation works will be carried out under full arboricultural supervision and will, at the very least, comply with the methods and guidelines detailed in the document 'Street Works UK: Publications Volume 4 - Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees': <https://streetworks.org.uk/resources/publications/>

10.0 Conclusions

10.1 The proposals will require the removal of a small group of 5 Cypresses. To mitigate, new trees will be planted post-construction as part of a comprehensive re-landscaping plan.

10.2 The retained trees will be protected using up-to-date methodology and guidance provided by the current British Standards (BS 58378:2012). To this end, a site-specific AMS and TPP have been provided. These are found in Section 11 and Appendix 9 respectively.

10.3 Provided the recommendations laid out in this report are followed, the proposals will not detrimentally affect the retained trees, and, with a well-thought-out re-planting scheme, there exists the possibility to improve and enhance the arboreal character, appearance and biodiversity of the local area in the longer term.

10.4 The trees do not cause any significant conflicts in terms of construction activities, nor will any significant issues of post-development pressure be likely to emerge that could not be managed with routine, minor tree maintenance.

11.0 The Arboricultural Method Statement (AMS)

11.1 Effective tree protection relies on following a logical sequence of events and arboricultural supervision. This AMS lays down the methodology for all construction works that may influence significant trees and recommendations for arboricultural supervision are provided in Section 12.

11.2 It is essential that this AMS is observed and adhered to. Therefore, a copy of this AMS must be issued to the building contractor to be integrated into their work schedule and must also be permanently made available on-site for the duration of development.

11.3 This AMS should be read in conjunction with the supporting Tree Protection Plan (TPP), which is found in Appendix 9.

11.4 At this site, operations are to occur in the following sequence (refer to Appendix 4 for further details on underlined methodology; which are listed in alphabetical order):

1. Carry out tree work operations **highlighted yellow** in the tree data schedule (Appendix 2). All tree works are to be carried out by a competent and experienced arborist to current British Standards (see Appendix 5.9 for assistance finding a suitable arborist).
2. Erect protective fencing along the position(s) shown by the dashed red line/s on the TPP.
3. Lay ground protection within the area(s) shown by the diagonal blue lines AND within the area(s) shown by the orange honeycombing (with light blue background) on the TPP.
4. Hold pre-commencement site meeting with project arboriculturist, building contractor and arboricultural officer. Meeting will include carrying out a 'toolbox talk' to raise awareness about the need for tree protection and to check (and remedy) the recommended tree protective measures. The contractor will be required to read and sign the induction form (see Appendix 7).
5. Working from on top of existing hard surfaces and/or suitable ground protection, excavate traditional strip foundation trenches (methodology to be followed where orange shading is shown – for the proposed garage in plot 4).
6. Commence construction.
7. After all heavy construction works have been completed, remove tree protection and construct new 'no-dig' permeable surfaces (shown by orange honeycombing on the TPP). Potentially, gravel grids or permeable block paving (or similar) could be used.
8. Carry out tree planting and any other landscaping works.

12.0 Arboricultural supervision

12.1 A suitably-qualified arboriculturalist will provide on-going supervision during construction. The occasions when supervision is required are outlined in Table 2. If the LPA wish to see further supervision, this matter can be dealt with by amending the report and/or by condition.

Table 2: Indicative arboricultural supervision requirements

Supervision details	Required (Y / N)	When	Details	Nature	Sign off
Meeting with tree contractors	N	Prior to protective measures being installed	To ensure tree work instructions are clear and understood.	Informal meeting	No follow up required
Pre-commencement site meeting	Y	Prior to any site activity	To ensure contractors are briefed & understand the AMS & TPP. A site supervisor will be appointed to oversee tree protection & the reporting of any damage to trees or deviation from the AMS - to the project arboriculturalist / LPA	Informal and open discussions. Induction form signed by attendees	Details of meeting to be sent to LPA within 5 days
Protective measure check	Y	Prior to any site activity	To ensure that protective measures are fit-for-purpose and correctly positioned.	Photos to be provided to consultant	Details of to be sent to LPA within 5 days
On-going supervision	N	Every 2 weeks during construction	To ensure that the protective measures have not been moved and continue to be fit-for-purpose.	Site meeting with a site monitoring report to be prepared	Details of to be sent to LPA within 5 days
Supervision of excavation works near trees	N	During construction	To supervise key stages of works near trees (insert which / when)	Site meeting with a site monitoring report to be prepared	Details of to be sent to LPA within 5 days
Meeting with landscape contractors	N	After construction	To provide advice on tree / shrub selection (if not conditioned)	Informal meeting	No follow up required

12.2 A site inspection record (see Appendix 8) will be prepared after each visit and will state the condition of tree protection measures and outline any required remedial action (and timescales).

12.3 To demonstrate compliance, and to help the LPA discharge relevant planning conditions, all site monitoring reports will be forwarded to the LPAs arboricultural officer within 5 working days of the visit.

12.4 NOTE: It is the applicant's responsibility to arrange meeting dates with the arboriculturalist.

13.0 Signature

This report represents a true and factual account of the potential arboricultural impacts, and makes recommendations for appropriate protective measures, at the subject property.

Signed



.....

Trevor Heaps

Chartered Arboriculturist

BSc, MICFor, RC. Arbor. A

Dated

18th March 2026

Appendix 1 - Professional résumé

I am Trevor Heaps, Director of Trevor Heaps Arboricultural Consultancy Ltd.

I hold a First-Class Honours Degree and a Foundation Degree in Arboriculture; I am a Chartered Arboriculturist and a professional member of the Institute of Chartered Foresters; I am also a Registered Consultant with the Arboricultural Association.

I have worked within the Arboricultural industry since 1995 and have extensive experience of working as a tree surgeon (arborist), tree officer, TPO officer and consultant.

Professional training

- Arboriculture and Bats: Scoping Surveys for Arborists (BCT & AA) – October 2017
- Tree Science (AA) – June 2016
- OPM (Oak Processionary Moth) Training (FC) – May 2016
- Visual Tree Assessment (Arboricultural Association) - October 2015
- Trees and the Law (Dr Charles Mynors) - June 2015
- Mortgage (Home Buyers) Report Writing (LANTRA / CAS) - February 2015
- Tree Preservation Orders - effective application (LANTRA / CAS) - November 2014
- Professional Tree Inspection 3-day course (LANTRA / AA) - July 2014
- Arboricultural Consultancy Course (AA) - May 2014
- Further down the subsidence trail 1-day course (AA) - April 2013
- Getting to grips with subsidence 1-day course (AA) - November 2012

AA – Arboricultural Association

BCT – Bat Conservation Trust

CAS – Consulting Arborist Society

FC – Forestry Commission

Appendix 2 - Tree data schedule

Ref	Name	Age	DBH (mm)	Hgt. (m)	Can. hgt. (m)	Can N (m)	Can E (m)	Can S (m)	Can W (m)	Physio cond.	Struct cond.	Life Exp.	Ret. Cat.	Comments	Rec's (proposed works are highlighted)
G1	Fraxinus excelsior (Ash)	M	350	11	4	5.5	5.5	5.5	5.5	Fair	Fair	20+	C2	Growing on raised bank	
H2	Chamaecyparis lawsoniana (Lawson Cypress)	EM	100	7	0	2	2	2	2	Fair	Fair	20+	C2	To be reduced to form a hedge and managed going forward. Managed by topping.	Cut back to form a hedge and manage at reduced size
T3	Acer pseudoplatanus (Sycamore)	M	550	11	3.5	5.5	2	5.5	5.5	Fair	Fair	40+	B2	Growing on third-party land (dbh estimated).	
H4	Chamaecyparis lawsoniana (Lawson Cypress)	M	200	8	0	5	5	5	5	Normal	Normal	40+	B2	Outgrown boundary hedge to be managed as a hedge going forward. Boundary hedge. Outgrown boundary hedge.	
H5	Chamaecyparis lawsoniana (Lawson Cypress)	M	150	2.5	0	4	4	4	4	Fair	Fair	20+	C2	Managed on third party side. Boundary hedge. Managed by topping.	Cut back to form a hedge and manage at reduced size
T6	Malus (Apple)	M	500	7	1.5	4.5	4.5	4.5	4.5	Normal	Normal	40+	B2	Growing on third-party land (dbh estimated).	
T7	Chamaecyparis lawsoniana (Lawson Cypress)	M	300	4	0	4	4	1	1.5	Very poor	Very poor	<10	U	Fallen cypress	Remove (due to poor condition).
G8	Chamaecyparis lawsoniana (Lawson Cypress)	M	400	15	0	3.5	3.5	3.5	3.5	Normal	Normal	40+	B2		
H9	Chamaecyparis lawsoniana (Lawson Cypress)	M	100	4	0	1	1	1	1	Poor	Poor	20+	C2		
T10	Chamaecyparis lawsoniana (Lawson Cypress)	M	310	10	3	2	3	3	3	Normal	Normal	40+	C2		Remove (to facilitate development).

Ref	Name	Age	DBH (mm)	Hgt. (m)	Can. hgt. (m)	Can N (m)	Can E (m)	Can S (m)	Can W (m)	Physio cond.	Struct cond.	Life Exp.	Ret. Cat.	Comments	Rec's (proposed works are highlighted)
T11	Chamaecyparis lawsoniana (Lawson Cypress)	M	430	12	3	4	5	4	4	Fair	Fair	20+	C2		Remove (to facilitate development).
T12	Chamaecyparis lawsoniana (Lawson Cypress)	M	500	12	3	4	5	4	4	Fair	Fair	20+	C2		Remove (to facilitate development).
T13	Chamaecyparis lawsoniana (Lawson Cypress)	M	310	10	3	2	3	3	3	Normal	Normal	40+	C2		Remove (to facilitate development).
T14	Chamaecyparis lawsoniana (Lawson Cypress)	M	310	10	3	2	3	3	3	Normal	Normal	40+	C2		Remove (to facilitate development).
T15	Aesculus hippocastanum (Horse Chestnut)	M	450	10	1	5.5	5.5	5.5	5.5	Fair	Fair	20+	C2	Triple-stemmed. Bonfire damage. Bark wounding on stem but sealing.	
T16	Carpinus betulus (Hornbeam)	M	550	9	3	3	3	3	3	Fair	Normal	40+	B2	Ivy (heavy covering).	
H17	Chamaecyparis lawsoniana (Lawson Cypress), Corylus avellana (Hazel), Prunus spinosa (Blackthorn)	M	150	9	0	3	3	3	3	Fair	Fair	20+	C2	Outgrown boundary hedge.	Cut back to form a boundary hedge
Ti8	Quercus robur (Common Oak)	M	1000	12	4	9.6	9.6	9.6	9.6	Normal	Normal	40+	A2		Crown Lift site side Crown lift to 3m.
T19	Carpinus betulus (Hornbeam)	M	550	9	3	5.5	5.5	5.5	5.5	Normal	Normal	40+	B2	Lapsed coppice.	
H20	Chamaecyparis lawsoniana (Lawson Cypress)	M	150	9	0	3	3	3	3	Fair	Fair	20+	C2	Outgrown boundary hedge.	
T21	Quercus robur (Common Oak)	M	1470	16	1	8	8	8	8	Normal	Normal	40+	A2		

Ref	Name	Age	DBH (mm)	Hgt. (m)	Can. hgt. (m)	Can N (m)	Can E (m)	Can S (m)	Can W (m)	Physio cond.	Struct cond.	Life Exp.	Ret. Cat.	Comments	Rec's (proposed works are highlighted)
T22	Fraxinus excelsior (Ash)	EM	150	8	0.5	2	2	2	2	Normal	Normal	40+	C2		
T23	Quercus robur (Common Oak)	M	1000	10	2.5	5	5	5	5	Normal	Normal	40+	B2		
T24	Fraxinus excelsior (Ash)	M	250	8	2	3.5	1.5	3.5	3.5	Normal	Normal	40+	C2	Managed by topping.	
T25	Quercus robur (Common Oak)	D	1000	8	0	3	3	3	3	Dead	Dead	<10	U		
G26	Crataegus monogyna (Hawthorn)	M	150	4	0	1.5	1.5	1.5	1.5	Fair	Fair	20+	C2		

Appendix 3 - Tree data schedule explanatory notes

This section explains the terms used in the **Tree data schedule** (Appendix 2).

Ref: Each item of vegetation has its own unique number, prefixed by a letter such that:

T1=Tree **S2**=Shrub or stump **G3**=Group **H4**=Hedge **W5**=Woodland

Species: Latin (and common names in brackets) are given.

Age:

- **Y - Young** - Usually less than 10 years' old
- **SM - Semi-mature** - Significant future growth to be expected, both in height and crown spread (typically below 30% of life expectancy)
- **EM - Early-mature** - Full height almost attained. Significant growth may be expected in terms of crown spread (typically 30-60% of life expectancy)
- **M - Mature** - Full height attained. Crown spread will increase but growth increments will be slight (typically 60% or more of life expectancy)
- **V - Veteran** - A level of maturity whereby significant management may be required to keep the tree in a safe condition
- **OM - Over-mature** - As for veteran except management is not considered worthwhile

DBH (mm): Stem diameter, measured in mm, taken at 1.5m above ground level where possible.

Hgt. (m): Height: Measured from ground level to the top of the crown in metres.

Can Hgt. (m): Crown height: Measured from ground level to the lowest tips of the main crown begins in metres. Where the crown is unbalanced it is measured on the side deemed to be most relevant. This is usually the side facing the area of anticipated development.

Can N, S, E, W: - Canopy extents

Approximate radial crown spread measured to the four cardinal points (for individual trees only)

Physio cond.: Indicates the physiological condition of the tree as one of the following categories:

- **Normal** - Healthy tree with no symptoms of significant disease
- **Fair** - Tree with early signs of disease, small defects, decreased life expectancy, or evidence of less-than-average vigour for the species
- **Poor** - Significant disease present, limited life expectancy, or with very low vigour for the species and evidence of physiological stress
- **Very poor** - Tree is in advanced stages of physiological failure and is dying
- **Dead** - No leaves or signs of life

Struct cond.: Indicates the structural condition of the tree as one of the following categories:

- **Normal** - No significant structural defects noted
- **Fair** - Some structural defects noted but remedial action not required at present
- **Poor** - Significant defects noted resulting in a tree that requires regular monitoring or remedial action
- **Very poor** - Major defects noted that compromise the safety of the tree. Remedial works or tree removal is likely to be required.
- **Dead** - No leaves or signs of life

Life Exp.: The estimated number of years before the tree may require removal (<10), (10 – 20), (20 – 40), or (40+).

Ret. Cat.: - **Retention category:** BS5837:2012 Category where:

- **U = Trees unsuitable for retention.** Trees in such a condition that cannot realistically be retained as living trees in the context of the current land use for longer than 10 years. These trees are shown on the tree plans with red centres.
- **A = Trees of high quality.** Trees of high quality with an estimated remaining life expectancy of at least 40 years. These trees are shown on the tree plans with green centres.
- **B = Trees of moderate quality.** Trees of moderate quality with an estimated remaining life expectancy of at least 20 years. These trees are shown on the tree plans with blue centres.
- **C = Trees of low quality.** Trees of low quality with an estimated remaining life expectancy of at least 10 years, or young trees with a stem diameter below 150mm. These trees are shown on the tree plans with grey centres.

Trees of notable quality are graded as Category A or Category B. These trees are sometimes divided further into sub-categories:

- Sub-category 1 is allocated where it has been assessed that the tree has mainly arboricultural qualities.
- Sub-category 2 is allocated where it is assessed that the tree has mainly landscape qualities.
- Subcategory 3 is allocated where it is assessed that the tree has mainly cultural qualities, including conservation.

Trees may be allocated more than one sub-category. All sub-categories carry equal weight, with for example an A₃ tree being of the same importance and priority as an A₁ tree.

Comments: Tree form and pruning history are also recorded along with an account of any significant defects.

Rec's - Recommendations: Usually based on any defects observed and intended to ensure that the tree is in an acceptable condition.

Appendix 4a – Specifications for generic tree protective measures

Ground Protection

The following *italicised* text is based on an extract from British Standard 5837:2012 - Trees in relation to design, demolition and construction– Recommendations.

Temporary ground protection should be able to support any traffic entering or using the site without being distorted or causing compaction of underlying soil and might comprise one of the following:

a) for pedestrian-movements only, a single thickness of scaffold boards placed either on top of a driven scaffold frame, to form a suspended walkway, or on top of a compression-resistant layer (e.g. 100 mm depth of woodchip), laid onto a geotextile membrane;

b) for pedestrian-operated plant up to a gross weight of 2 t, proprietary, inter-linked ground protection boards placed on top of a compression-resistant layer (e.g. 150 mm depth of woodchip), laid onto a geotextile membrane;

c) for wheeled or tracked construction traffic exceeding 2 t gross weight, an alternative system (e.g. proprietary systems or pre-cast reinforced concrete slabs) to an engineering specification designed in conjunction with arboricultural advice, to accommodate the likely loading to which it will be subjected.

The location of the temporary ground protection is shown on the tree protection plan and detailed within the arboricultural method statement.

In all cases, the objective will be to avoid the unnecessary compaction of soil (which can arise from a single passage of a heavy vehicle, especially in wet conditions) so that tree root functions remain unimpaired.

All ground protection is to be maintained in good order, so it is fit for purpose throughout development. The ground protection will not be altered in any way, or prematurely removed without prior consent of the project arboriculturist or the LPA arboricultural officer.

Figure 1: An example of ground protection on work areas within a RPA (BS 5837:2005).

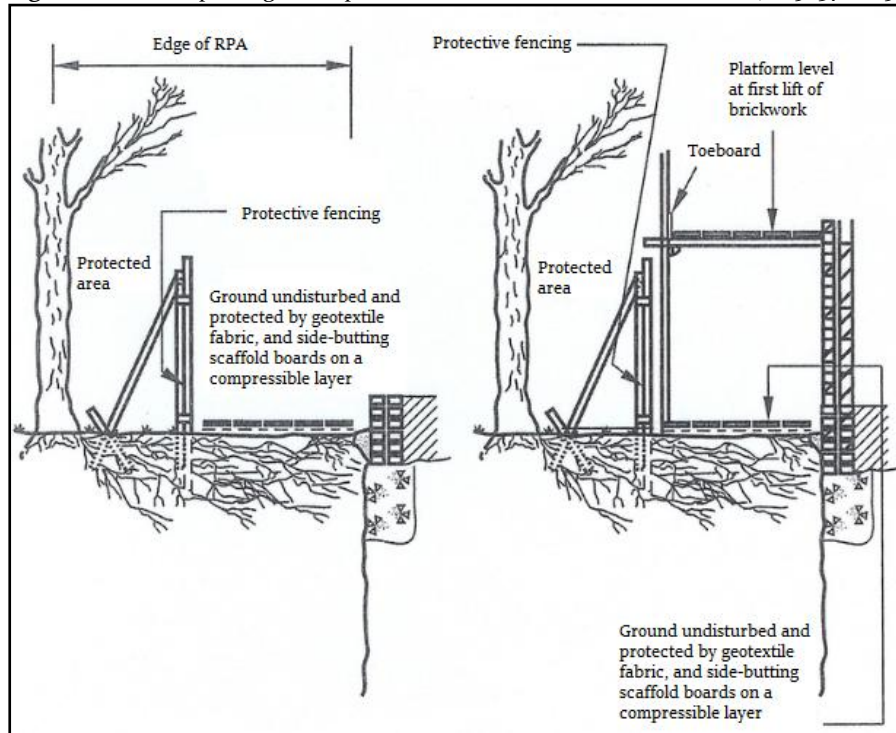


Photo 1. Scaffold boards placed on woodchip

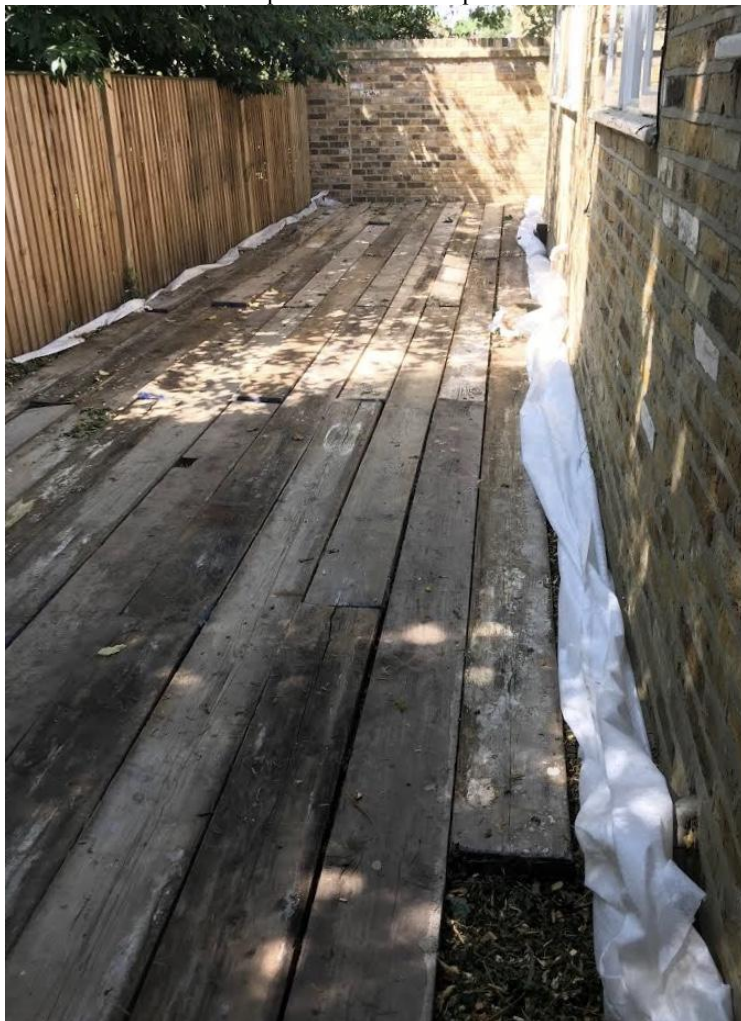


Photo 2. An example of heavy-duty ground protection.



Photo 2 Scaffold framework supporting wooden boards



Protective fencing

The following is based on an extract from British Standard 5837:2012 - Trees in relation to design, demolition and construction- Recommendations.

The framework support (shown in Figure 2 and photo 1) is the usual method of support for 'Heras' fencing. Some variations are possible if site conditions are appropriate; i.e. support by wooden posts (75mm x 75mm x 2.75m) dug or concreted into the ground (dry mix concrete contained within a plastic bag), or if there is no pressure for access, a lighter form of netting on stakes.

Figure 2: Default specification for protective barrier (BS 5837:2012)

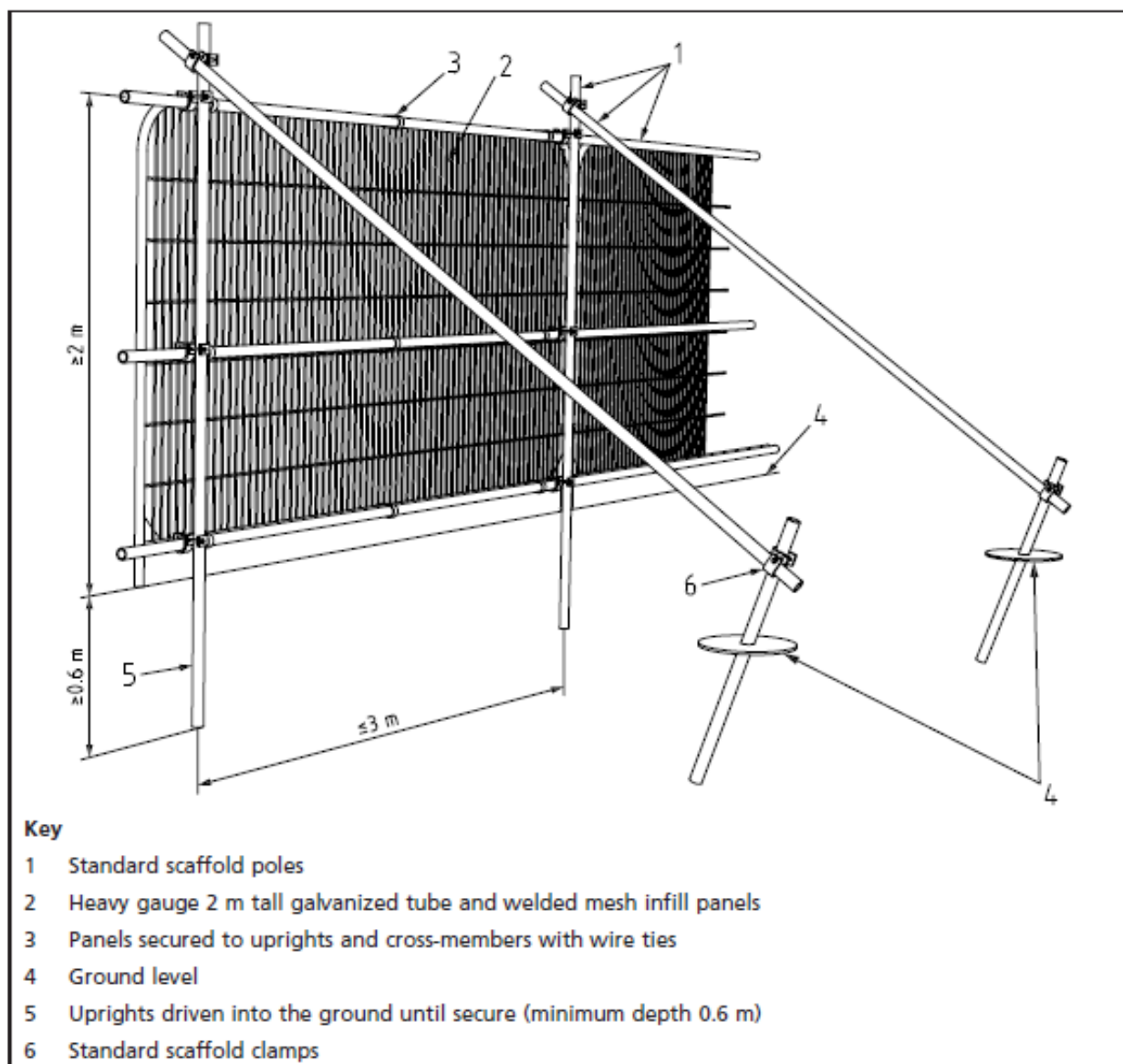


Photo 1: A worked example of the default specification for protective barrier (BS 837:2012)



Durable, all-weather signs are to be attached to the fencing (an example sign is provided below). These shall be printed, laminated and attached at regular intervals along the fencing.

Once erected, the protective fencing is to be regarded as sacrosanct and there is to be no access into the area protected by it - the construction exclusion zone (CEZ).

The protective fencing is to be maintained in good order, so it is fit for purpose throughout the construction process. The fencing will not be altered in any way, or prematurely removed without prior consent of the project arboriculturist and/or (if necessary) the LPA arboricultural officer.

Where specified in the AMS, the tree(s) stem/s shall be boxed off with wooden ply boards or wrapped in hessian and chestnut pale fencing / trunk protection (see example below). This will help avoid any direct damage to tree stems from passing machinery (see photo 2).

Photo 2: Trees protected by hessian & chestnut pale fencing / limbs protected by wooden boxing



Photo 2. <https://greengridsystems.com/products/trunk-protecta>



TREE PROTECTION FENCING

KEEP OUT

This fencing must not be removed
or altered in any way without prior
consultation with the project
arboriculturist!

Please report any damage to trees
and/or fencing to the site manager
or the project arboriculturist

Trevor Heaps



Soft landscaping within or close to the Root Protection Areas (RPAs) of retained trees

The following precautions are necessary to avoid damage to trees (where activities are to take place within their RPAs):

- Ground levels will not be changed;
- Soil must be of good quality and free of contaminants and other foreign objects potentially injurious to tree roots. The topsoil must satisfy the requirements of BS3882:200;
- No heavy machinery will be operated within the RPAs of retained trees during the installation of soft landscaping;
- Unwanted vegetation shall be removed manually or by using systemic herbicide that will not damage tree roots;
- No fuels or chemicals shall be used or stored within these areas; and
- No irrigation or drainage pipes shall be installed within the RPAs

Appendix 4b – Specifications for site-specific tree protective measures

Excavation of traditional strip foundation trenches

To minimise root disruption during excavation works, the following guidance shall be followed:

The RPA of the subject tree/s shall be marked on the ground with fluorescent marker paint.

To ensure the roots are cut as cleanly as possible, a hand-spade will first be used to cut along the edge of the excavation - to a depth of at least 300mm (spade depth).

Having cleanly severed any roots growing within the upper soil horizons, a mini-digger can then be used to complete the excavation.

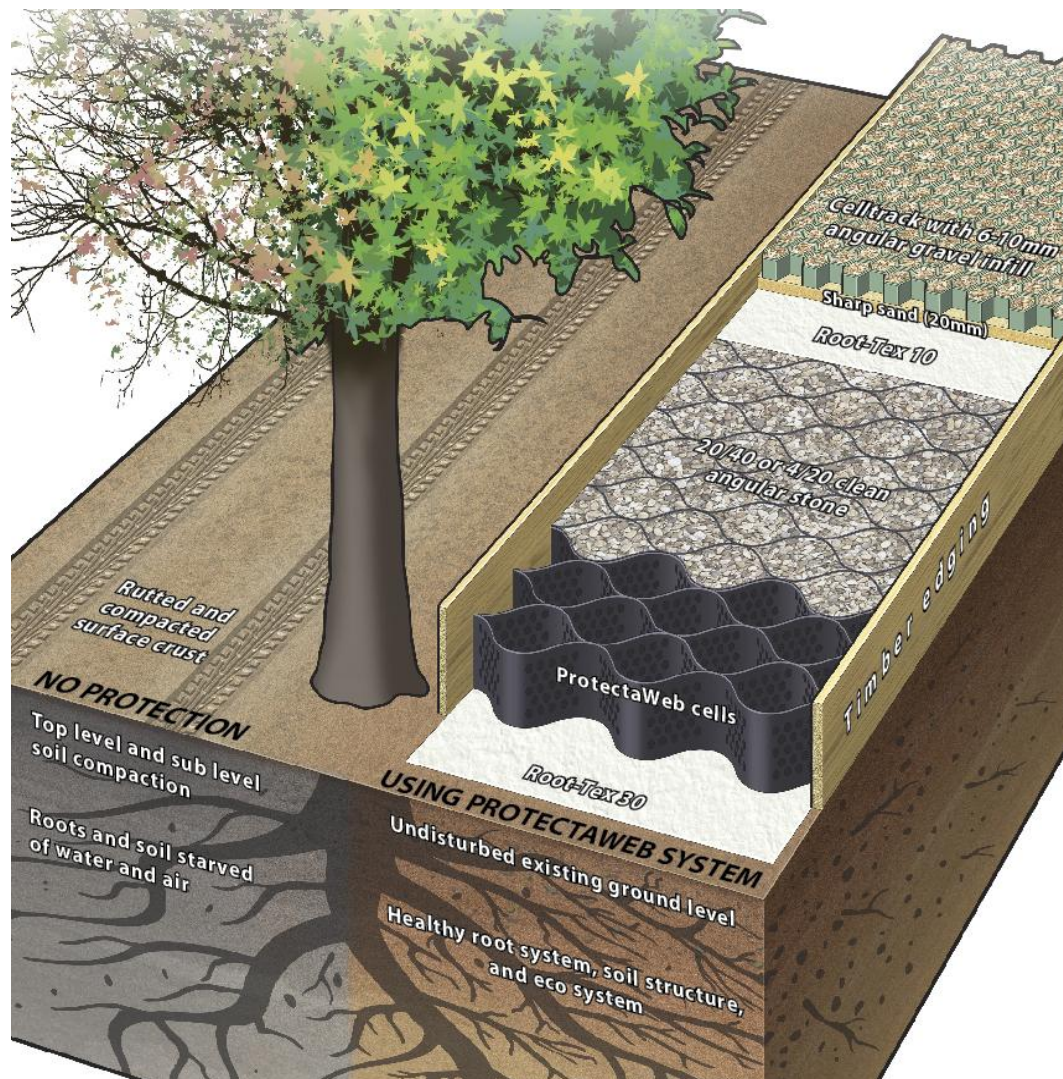
Once complete, all severed roots shall be cut cleanly back to a suitable growth point using sharp secateurs or a sharp pull saw.

The foundation trenches shall then be lined with an impermeable membrane (to avoid concrete residues leaching into rooting area/s of the retained trees) and back-filled with concrete.

No-dig, permeable surface installations

The 'no-dig' construction principles are outlined below and the areas to which they apply are shown on the TPP (shaded with orange honeycomb). A useful example diagram (by Protectoweb) is shown below (Figure 4).

Figure 4: A good example of the principles of a 'no-dig' surface (with pros and cons)



There are various methods of providing 'no dig', permeable surfaces. The final method will need to be approved with the Council (usually by condition or by way of a landscaping plan), but the most common are:

- Pea shingle laid on top of type 3 MOT (the most permeable).
- Gravel Grids
- Permeable Block Paving
- 3D Cellular Confinement System (3DCCS)

In all of these, concrete kerbs (with concrete haunching) will need to be avoided where creating edges to the new hard surface. Instead, timber sleepers (pegged into place) or steel edging (staked into place) will be needed.

In all cases, a flat surface is usually required and so the following general methodology will need to be followed:

Working off suitable ground protection, the existing hard surface shall be removed by hand / or the existing vegetation shall be treated with a suitable systemic herbicide. When the vegetation has died, the turf layer (usually about 5cm deep) will be removed (using hand tools).

Without lowering the ground levels, any localised depressions will be filled in with sharp sand (not builders' sand, which has a high salt content) to create an even surface profile. The area will not be 'rolled' or consolidated in any way.

Timber edging boards (or similar) will be installed along the perimeter of the 'no-dig' area. The fixing posts and pegs for the edging boards will be located carefully to avoid damaging to tree roots.

A layer of geotextile fabric will be laid across the 'no-dig' area, overlapping adjacent rolls by a minimum of 150mm (it may be necessary to lightly pin the geotextile in place until the overlying layers are installed).

The new surface (i.e. pea shingle on type 3 MOT, Gravel Grids, Permeable Block Paving or 3DCCS) can then be laid.

For the 3D Cellular Confinement System, it is available in various depths for varying loadings, but each site should have a specific design detailed to ensure the correct depth of product is used. Unless the existing ground conditions are very soft then the following shall apply:

- **50mm deep for Pedestrians and Cycleways, non-vehicular traffic**
- **75mm deep for Pedestrians, Cycleways and vehicles (up to 1.5 tons)**
- **100mm deep for Cars, 4 x Wheel Drives, Vans etc. (up to 6 tons)**
- **150mm deep for Fire Trucks, Removal Vehicles and Dust Carts (up to 20 tons)**
- **200mm deep for construction vehicles, cranes etc. (40 tons and above)**

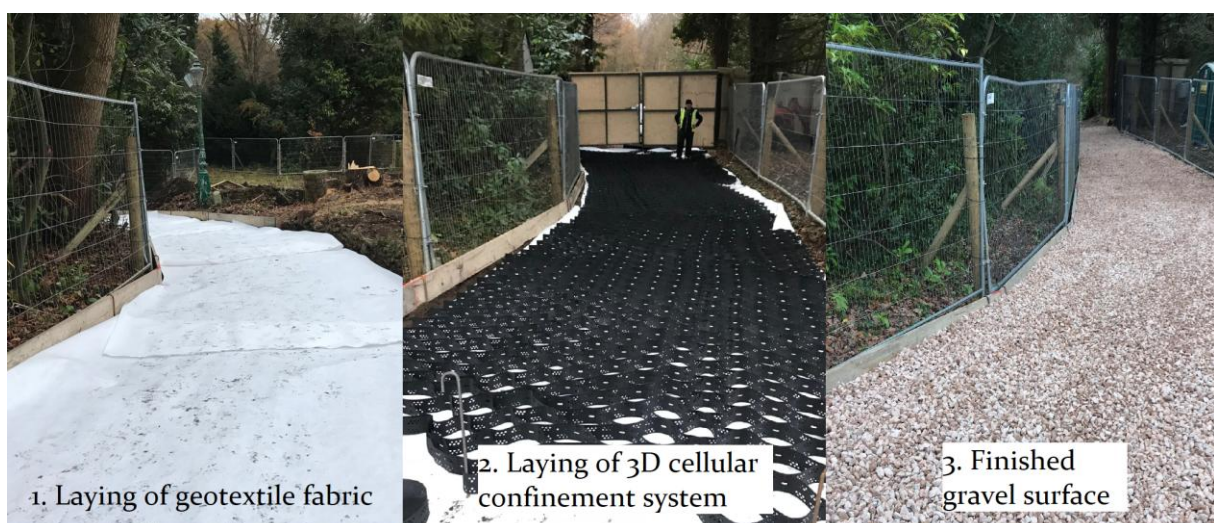
The 3DCCS will be pinned in place using steel fixing pins to keep it open and fully expanded position whilst the cells are being filled and to stop the structure from being pushed up by migrating aggregate during the filling process. The fixing pins will be driven in so that they are just touching the top of the cells but do not compress the fabric.

The 3DCCS will be filled with clean, open-graded angular aggregate, normally in the particle size range of 5mm - 45mm, working toward the tree(s) from the furthest point away and using the filled sections as a platform.

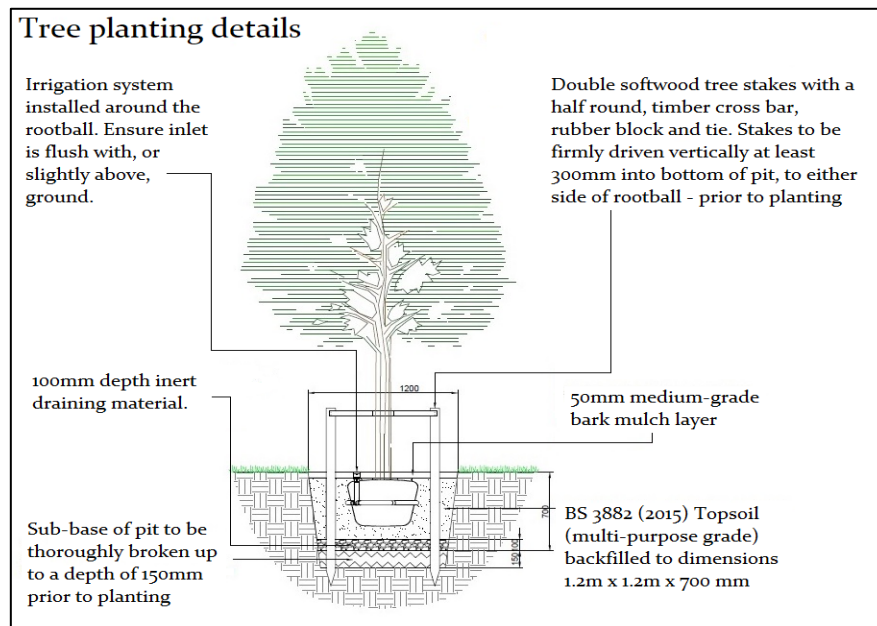
A light vibratory compaction plate (whacker) will be used to settle the stone into the cells and the permeable surface will then be installed on top of the filled, cellular confinement system.

If the proportion of RPA covered by a no-dig surface is greater than 20%, the wearing surface must be permeable.

Photo 3: Three stages of a 'no-dig' driveway under construction.



Tree planting



All tree planting operations shall be carried out in accordance with BS 8545:2014 Trees: from nursery to independence in the landscape Recommendations.

All planting stock shall comply with the requirements of BS 3936 and shall be healthy, strong with a good shape and strong root system (in accordance with the national plant specification). All native plants shall be of local provenance and be well-labelled as such.

Trees shall only be lifted from the ground between October and March and be handled and transported in accordance with the relevant codes of practice, with the roots kept moist and wrapped (in hessian for example) to protect them from adverse weather conditions.

All new trees are to be maintained until established. A 1 metre diameter area surrounding the tree will be kept free from grass, weeds and rubbish at all times. Mulched areas will be topped up as necessary to maintain 75mm depth.

Newly-planted trees are to be watered during April to September. The intervals between watering is to be fortnightly with additional visits if there has been no rainfall within a weekly period. If needed, watering bags will be filled with 90 Litres of water (for slow release) per visit. Any depressed or panned-down areas will be lightly forked.

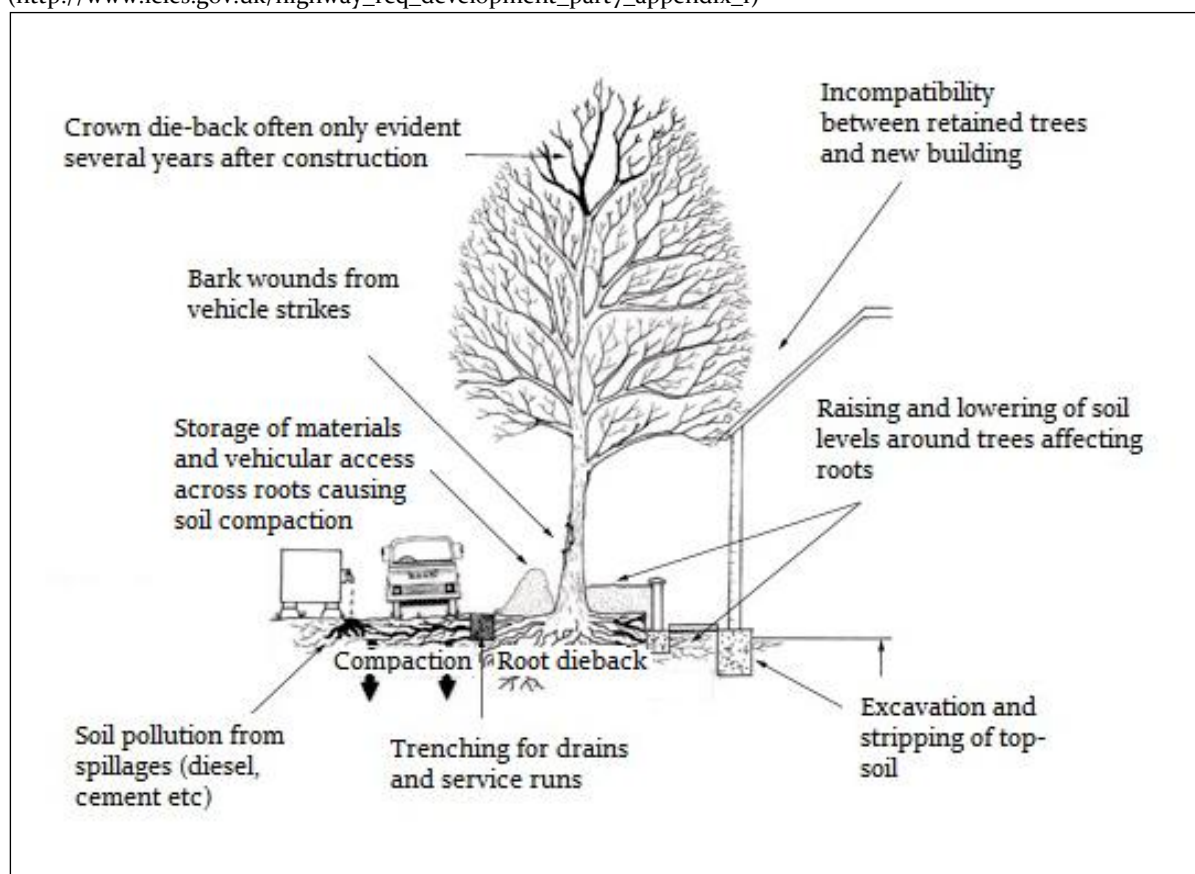
Each tree will be checked to make sure it is healthy before planting. All dead, damaged, crossing or diseased branches will be removed. Any arising suckers will be removed from the clear stem. Any wounds shall be neatly pared back to sound wood in accordance with BS 3998. Trees which have been loosened by the wind or frost shall be re-firmed.

Each stake and tie will be checked and adjusted, re-fixed or renewed as necessary to ensure that no damage occurs to any tree and that each tree is being supporting in the intended manner. All stakes and ties will be removed after two years / or after trees have rooted successfully.

Any tree or plant that fails to thrive or is below specification within a five-year period shall be replaced.

Appendix 5 – General precautions and further information

Figure 4: Common problems for trees on development sites
(http://www.leics.gov.uk/highway_req_development_part7_appendix_f)



5.1 Services and drainage: Surface run-off water shall be sent to existing drains and/or soakaways located outside the RPAs of retained tree(s). If trenching is required within the RPA of retained trees to provide routes for services, this work shall be undertaken using mole boring and / or hand digging (under arboricultural supervision).

5.2 Storage of materials: No materials or spoil are to be stored within areas protected by protective fencing and/or ground protection. The same applies for existing hard surfaces that are being used as ground protection.

5.3 Spillages: If any cement residues fall within root protection areas, it shall be swept up, bagged and removed from site – it shall not be washed away with water.

5.4 Demolition: Where any existing structures are to be demolished, they will be done so inwardly (away from root protection areas / retained soil).

5.5 Levels: There is to be no alteration of ground levels within the area protected by protective fencing and/or ground protection, unless previously specified and agreed upon. The same applies for existing hard surfaces that are being used as ground protection.

5.6 Fires: No fires are to be lit within 20 metres of the stems of retained trees.

5.7 Above ground damage to trees: Care must be taken in planning the location and operation of machinery to avoid above ground damage to trees. BS5837 (2012) Section 6.2.4.1 states *'Planning of site operations should take sufficient account of wide loads, tall loads and plant with booms, jibs and counterweights (including drilling rigs) in order that they can operate without contacting retained trees. Such contact can result in serious damage to trees and might make their safe retention impossible. Consequently, any transit or traverse of plant in proximity to trees should be conducted under the supervision of a banksman, to ensure that adequate clearance of trees is always maintained. Access facilitation pruning should be undertaken where necessary to maintain this clearance.'*

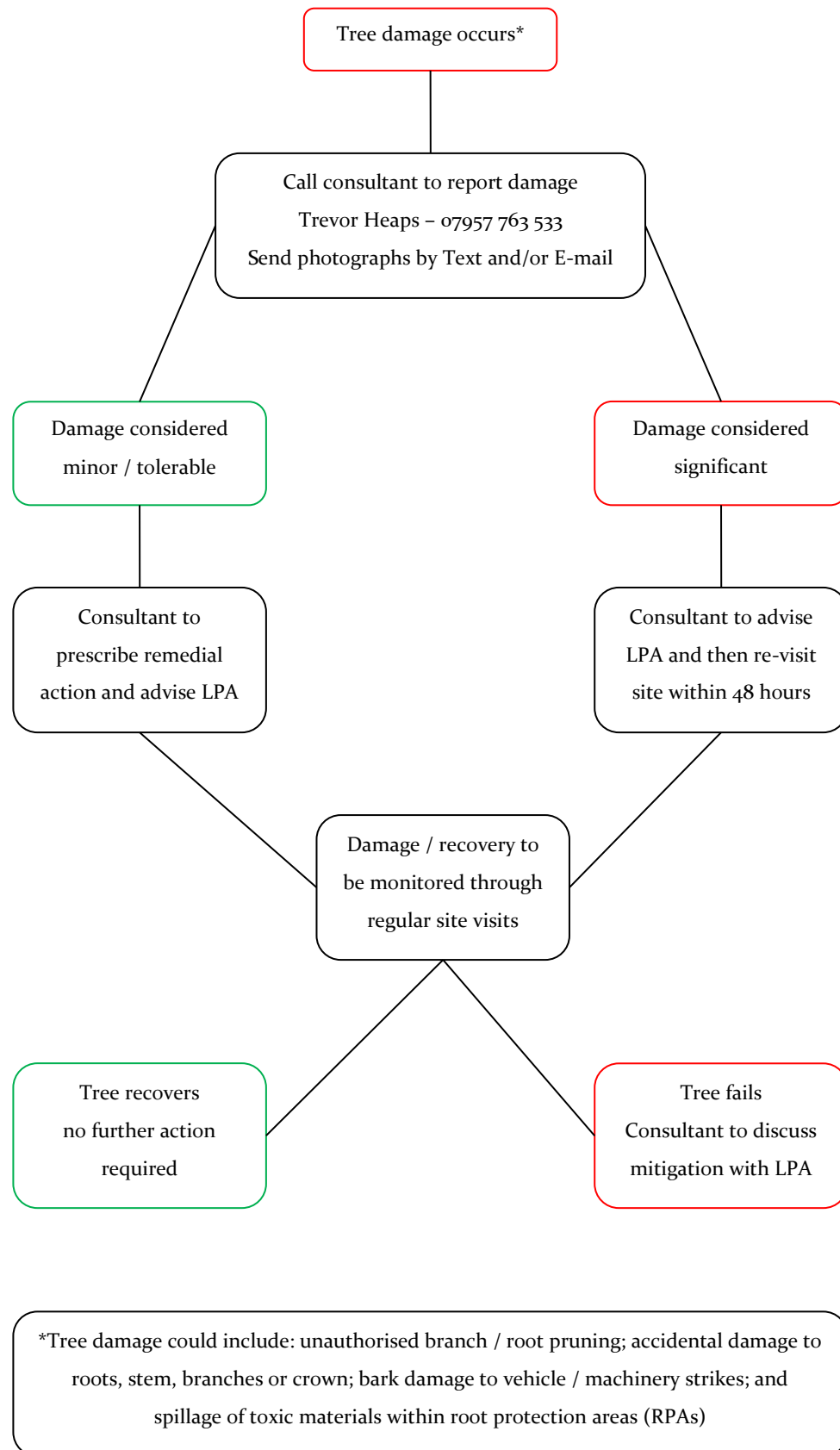
5.8 Remedial works and soil improvement: Exposed soils are easily compacted resulting in loss of water and gaseous exchange; this can lead to root death (and subsequently tree death).

5.8.1 To relieve ground compaction, which may have resulted from the use of vehicles or by the storage of materials, the soils should be broken up to allow air to penetrate and for the soil structure to be restored. There are various methods to achieve this, such as: auguring the soil by hand / fork or pneumatic excavation (e.g. with an air spade); both should be combined with soil structure improvements (see 5.8.2).

5.8.2 The soil structure can be improved by incorporating a compost or mulch within the topsoil, of 75-100mm in depth. This can be spread over the surface and gently forked into the soil. If bark chip is used as mulch, NPK fertilizer should be added to counteract the nitrogen depletion of the soil. There is also the option of adding mycorrhizal fungal which may also improve root function.

5.9 Choosing an arborist: When appointing a tree works contractor, please only use properly qualified and experienced companies who comply with current British Standards (3998) and always check that they carry Public Liability Insurance within a minimum of £2,000,000 cover, and the relevant Employers Liability Insurance. A list of contractors approved by the Arboricultural Association can be found at www.trees.org.uk or by calling 01242 522 152.

Appendix 6 - Procedure to follow in case of damage to retained trees



Appendix 7 - Induction form for all site personnel

Site name:

App. No.:

Appointed Site Supervisor:

- I have had explained to me by the Site Manager the key implications of the Arboricultural Method Statement relating to the development at the above site.
- I am aware that trees have shallow roots and any excavation works beneath the canopy could cause irreparable damage.
- I am aware that the tree protective fencing / ground protection must remain in its original position and must not be moved without the approval of the appointed Arboricultural Consultant.
- I understand that certain operations must be supervised by the appointed Arboricultural Consultant and that these must not start until the consultant is present and has given approval.
- I confirm that I will bring any concerns about potential damage to trees to the attention of the Site Manager.
- I am aware that I must not cause damage to any of the retained trees on or adjacent to the site. Damage may be caused by direct means (i.e. physical damage caused to roots or the trunk/branches of the tree) or by indirect means (e.g. by fire or toxic materials entering the rooting environment of the tree).

Print Name:

Sign Name:

Date:

Appendix 8 - Site inspection record

Date:		Time:		Planning reference:	
Site:					
Those present in addition to project arboriculturist:					
Client / Agent:					
Project / Site manager:					
LPA arboricultural officer:					
Other (specify):					
	Yes	No	Notes		
Tree protection measures located in accordance with TPP?					
Any disturbance within construction exclusion zone?					
Any materials stored within construction exclusion zone?					
Any evidence of damage to tree roots, stems or canopies?					
Any works programmed before next planned site visit that may affect retained trees? (if yes, provide details below)					
Additional site visit required to ensure compliance with required action? (Y / N)					
Proposed visit date:					
Signed:			Date:		

Appendix 9: Tree Protection Plan

- At this site, operations are to occur in the following sequence:
1. Carry out tree work operations highlighted yellow in the tree data schedule (Appendix 2). All tree works are to be carried out by a competent and experienced arborist to current British Standards (see Appendix 5.9 for assistance finding a suitable arborist).
 2. Erect protective fencing along the position(s) shown by the dashed red line/s on the TPP.
 3. Lay ground protection within the area(s) shown by the diagonal blue lines AND within the area(s) shown by the orange honeycombing (with light blue background) on the TPP.
 4. Hold pre-commencement site meeting with project arboriculturist, building contractor and arboricultural officer. Meeting will include carrying out a 'toolbox talk' to raise awareness about the need for tree protection and to check (and remedy) the recommended tree protective measures. The contractor will be required to read and sign the induction form (see Appendix 7).
 5. Working from on top of existing hard surfaces and/or suitable ground protection, excavate traditional strip foundation trenches (methodology to be followed where orange shading is shown for the proposed garage in plot 4).
 6. Commence construction.
 7. After all heavy construction works have been completed, remove tree protection and construct new 'no-dig' permeable surfaces (shown by orange honeycombing on the TPP). Potentially, gravel grids or permeable block paving (or similar) could be used.
 8. Carry out tree planting and any other landscaping works.

NOTE: Some of the new driveways are shaded orange. These are not RPA incursions.

This is the only RPA Incursion

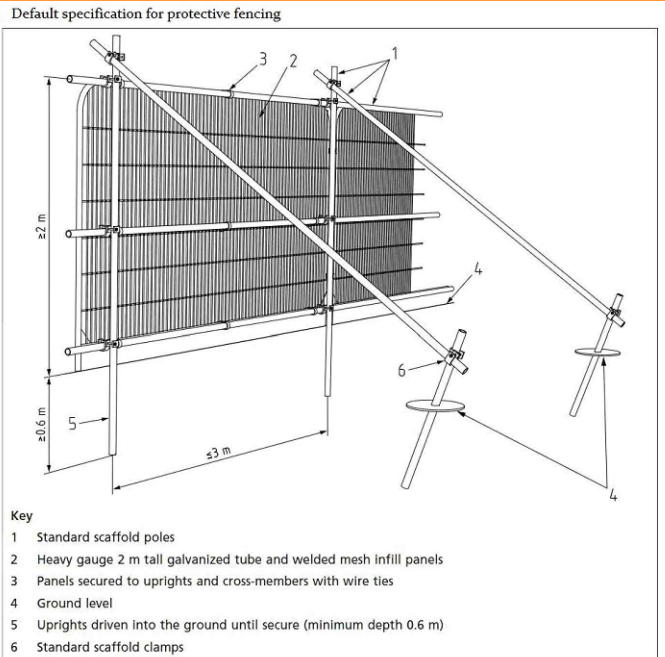
Site Plan

Note: The point of a tree protection plan is to avoid soil compaction occurring. If more space is needed, the fencing can be shifted back as long as the ground protection covers the area exposed. Any changes to the tree protection should however be discussed with the consultant or tree officer.

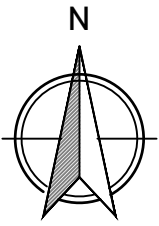
Temporary ground protection should be able to support any traffic entering or using the site without being distorted or causing compaction of underlying soil and might comprise one of the following:

1. For pedestrian-movements only, a single thickness of scaffold boards placed either on top of a driven scaffold frame, to form a suspended walkway, or on top of a compression-resistant layer (e.g. 100 mm depth of woodchip), laid onto a geotextile membrane;
2. For pedestrian-operated plant up to a gross weight of 2 t, proprietary, inter-linked ground protection boards placed on top of a compression-resistant layer (e.g. 150 mm depth of woodchip), laid onto a geotextile membrane;
3. For wheeled or tracked construction traffic exceeding 2 t gross weight, an alternative system (e.g. proprietary systems or pre-cast reinforced concrete slabs) to an engineering specification designed in conjunction with arboricultural advice, to accommodate the likely loading to which it will be subjected.

NOTE: If ground protection is to be laid near areas to be excavated, sheet piling should be used to shore up the sides of the excavations prior to being used (by pedestrians or machinery)



NOTE: It might be possible to move the protective fencing slightly to provide more working / storage / office space, but this will need to be confirmed with the arboricultural consultant first. IF agreeable, suitable ground protection (details provided in the appendices) will need to be laid over the exposed RPAs.



Plan Legend	
	Tree/s to be retained
	Tree/s to be removed
	Category A Tree
	Category B Tree
	Category C Tree
	Category U Tree
	Root Protection Area (RPA) If amended, the original is a dotted blue circle
	Protective fencing
	Stem boxed in with wooden plyboards to avoid accidental damage
	Construction & storage exclusion zone
	Existing hard surface
	Ground protection or existing hard surface to remain
	RPA Incursion. See supporting report / plan notes
	Existing hard surface during construction. 'No-dig', permeable surface after
	'No-dig', permeable surface constructed before work begins
	Ground protection during construction. 'No-dig', permeable surface after
	'No-dig', permeable surface constructed at landscaping stage
	Location of proposed service trench
	Suggested tree planting locations
Scale: 1:500 @ A3	
Site Address: Land north of The Crescent St Ippolyts, Hitchin, SG4 7RE	
Client: Hornbeam Homes Drawing No: TH/A3/5926B/TPP	
Date: 18/03/2026	
Trevor Heaps Arboricultural Consultancy Ltd 07957 763 533 trevor@trevorheaps.co.uk www.trevorheaps.co.uk	