

Q35
Landscape maintenance

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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: 1 week

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 to field capacity.
- 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: Compost on site.
 - Grass cuttings: Compost on site.
 - Tree roots and stumps: Remove from site.
 - Shrub and tree prunings: Compost on site.
 - Litter and nonbiodegradable arisings: Remove from site.

181 MECHANICAL EQUIPMENT

- General: Minimize.
- 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.

FLOWER BEDS/ SEASONAL BEDDINGS

460 BEDS OF PERENNIALS OR PERENNIALS AND ANNUALS

- Plant supports: Stake and tie plants using bamboo canes and pea sticks with appropriate stopper ends to protect eyes.
 - Length: 600mm
 - Maintain throughout the growing season.
- Gaps in planting: Refill by replanting.
- Watering:
 - New plants: Before and after planting out.
 - Ongoing: As necessary for the continued thriving of all planting.
- Operations at end of growing season:
 - Trim: Older flowering stems of herbaceous perennials.
 - Remove: Redundant plant supports, litter, debris and arisings.
 - Cultivate: Fork over the soil, taking care not to cause undue disturbance to plants.
- Top dress: Apply composted bark mulch fines as Q28 / 333

470 FLOWER BEDS GENERALLY

- Operations:
 - Remove: Dead flower heads, fallen leaves, litter and debris.
 - Weeds: Thoroughly hand weed.
 - Cultivate: Lightly hoe.
- Fungicide: Only if necessary, notify and coordinate with school during school holidays.
- Insecticide: Only if necessary, notify and coordinate with school during school holidays.

SHRUBS/TREES/HEDGES

500 ESTABLISHMENT OF NEW PLANTING

- Duration: 2 yrs
- Weed control:
 - Method: Keep planting beds clear of weeds by maintaining a full thickness of mulch and hand weeding.
 - 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:
 - trees and shrubs with aeration and watering pipes: fill daily on weekdays
 - herbaceous planting: manually with a hose sprayer generally, use of oscillating sprinklers permissible for areas of ground cover. Water early or late in the day, in one or two sessions per week, ensure soil is thoroughly soaked but not waterlogged.

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.

520 REFIRMING OF TREES AND SHRUBS

- Timing: After strong winds, frost heave and other disturbances.
- Refirming: Tread around the base until firmly bedded.
- Collars in soil at base of tree stems, created by tree movement: Break up by fork, avoiding damage to roots. Backfill with topsoil and refirm.

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: annually
- 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.

550 PRUNING OF EXCESSIVE HEIGHT

- Timing: annually
- Operations: Remove excessive height as instructed

555 PRUNING COPPICE SHRUBS

- Do not coppice newly planted Coppice shrubs for first 2-3 years after planting
- Cut back all stems to within 5-7.5cm from the ground, or to the previous year's stubs, leave cuts sloping upward towards the centre to promote rainwater runoff.
- Timing: late March to mid-April as the new growth is just beginning to develop
- Frequency: Coppice shrubs planted in groups of three like species; coppice one shrub in each group of three per year (i.e. leave 2 shrubs un-coppiced each year in rotation).
- Harvest: collect usable stems into manageable tied bundles and hand to school for use in basket weaving / art works.

556 PRUNING PLEACHED CARPINUS

- In the early stages of tree development tie in young growths while they are still supple to the supports.
- During the growing season, Laterals should be plaited with those of neighbouring trees
- Unwanted, outward-growing shoots can be pruned back to one or two buds from the base during early autumn or winter. Pinch out leading growths to encourage bushiness
- When the branch system has been formed, shorten back all shoot growth annually to retain the shape with a hedge trimmer.
- Once the basic branch framework has been established and the hedge is sufficiently sturdy to be self-supporting, then the supports can be removed
- Ensure safe access and working methods followed.

570 FORMATIVE PRUNING OF YOUNG TREES

- Standard: Type and timing of pruning operations to suit the plant species.
- Time of year: Do not prune during the late winter/ early spring sap flow period.
- Young trees up to 4 m high:
 - Crown prune by removing dead branches and reducing selected side branches by one third to preserve a well balanced head and ensure the development of a single strong leader.
 - Remove duplicated branches and potentially weak or tight forks. In each case cut back to live wood.
- Whips or feathered trees: Do not prune.
- Operatives: approved specialist contractor

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.

580 PRUNING FLOWERING SPECIES OF SHRUBS AND ROSES

- Time of year:
 - Winter flowering shrubs: Spring.
 - Shrubs flowering between March and July: Immediately after the flowering period.
 - Shrubs flowering between July and October: Back to old wood in winter.
 - Rose bushes: Early spring to encourage basal growths and a balanced, compact habit.

590 PRUNING PARTICULAR SPECIES: ESTABLISHED ESPALIER FRUIT TREES

- Trees should be pruned annually as growth slows down in August.
- Cut back sideshoots growing from the horizontal leaders to three leaves from the basal cluster, 7.5cm (3in) long. Shoots from previously pruned sideshoots should be cut back to one leaf from the basal cluster, 2.5cm (1in) long
- If any secondary growths arise after this pruning, cut them back to the base in September. Sideshoots on the vertical stem are best removed completely
- If there are large amounts of immature or secondary growth when cordons are pruned in August, delay pruning until mid-September. If this does not reduce secondary growth, prune in winter instead using the same method
- Clusters of fruit buds may need to be thinned after seven or eight years; alternatively, a few can be done each year in the dormant season (November to March), reducing over-complicated spur systems to one or two fruit buds.

600 TRIMMING RAPIDLY ESTABLISHING HEDGES

- General: Allow to reach planned height as rapidly as possible.
 - Form: Trim back lateral branches moderately.

605 TRIMMING YEW HEDGES

- Operations:
 - Timing: once per year in summer or early autumn
 - Form: Allow to reach planned dimensions only by gradual degrees
 - DO NOT ALLOW BERRIES TO DEVELOP

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 horticultural string
- Supporting structures: Check and repair as necessary.

- 630 DEAD AND DISEASED PLANTS
- Removal: as soon as possible
 - Replacement: in the next suitable planting season
- 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.
- 645 WEED CONTROL GENERALLY
- Weed tolerance: weed to clear ground every two weeks
 - 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.
- 690 MAINTENANCE OF LOOSE MULCH
- Thickness (minimum): 50mm
 - Top up: annually
 - 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.
- 695 FERTILIZING ESTABLISHED TREES AND SHRUBS
- Time of year: late April - early May
 - Type of fertilizer: slow release
 - Application: Spread evenly.
 - Rate: as manufacturer's recommendations
- 710 WOODLAND PLANTING MAINTENANCE
- Watering: In exceptional circumstances to prevent plants dying.
 - Loose plants: Refirm surrounding soil, without compacting.
 - Vegetation: treat underplanting to woodland as herbaceous planting beds
- 715 WOODLAND THINNING
- Thin in stages as necessary
- TREE WORK**
- 810 TREE WORK GENERALLY
- Identification: Before starting work agree which trees, shrubs and hedges are to be removed or pruned.
 - Standards: To BS 3998 and Health & Safety Executive (HSE) 'Forestry and arboriculture safety leaflets'.
 - Removing branches: Cut as Arboricultural Association Leaflet 'Mature tree management'. Cut vertical branches similarly, with no more slope on the cut surface than is necessary to shed rainwater.
 - Appearance: Leave trees with a well balanced natural appearance.
 - Chain saw work: Operatives must hold a Certificate of Competence.
 - Tree work: To be carried out by an approved member of the Arboricultural Association.
- 815 ADDITIONAL WORK
- Defective, diseased, unsafe or weak parts of trees additional to those scheduled for attention: Give notice if detected.

- 820 PREVENTION OF WOUND BLEEDING
- Standard: To BS 3998, clause 8.
- 825 PREVENTION OF DISEASE TRANSMISSION
- Standard: To BS 3998, clause 9 and Appendix B.
- 835 CUTTING AND PRUNING GENERALLY
- Tools: Appropriate, well maintained and sharp.
 - Final pruning cuts:
 - Chainsaws: Do not use on branches of less than 50 mm diameter.
 - Hand saws: Form a smooth cut surface.
 - Anvil type secateurs: Do not use.
 - Removing branches: Do not damage or tear the stem.
 - Wounds: Keep as small as possible, cut cleanly back to sound wood leaving a smooth surface, and angled so that water will not collect on the cut area.
 - Cutting: Cut at a fork or at the main stem to avoid stumps wherever possible.
 - Large branches: seek advice from specialist contractor
 - Remove in small sections and lower to ground with ropes and slings.
 - Dead branches and stubs: When removing, do not cut into live wood.
 - Unsafe branches: Remove epicormic shoots and potentially weak forks that could fail in adverse weather conditions.
 - Disease or fungus: Give notice if detected. Do not apply fungicide or sealant unless instructed.
- 855 CUTTING TREE ROOTS
- Excavating: Use hand tools only within 1m of the root protection zone.
 - Protected area: Do not cut roots within an area which is the larger of:
 - The branch spread of the tree.
 - An area with a radius of half the tree's height, measured from the trunk.
 - Outside protected area: Give notice of roots exceeding 50 mm in diameter. Do not cut without approval.
 - Cutting:
 - Cutting: Make clean smooth cuts with a hand saw.
 - Wounds: Minimize. Avoid ragged edges.
 - Finishing: Pare cut surfaces smooth with a sharp knife.
 - Backfilling:
 - Protection: Cover cut roots with clean sharp sand.
 - Material: Backfill with original topsoil.
- 860 REMOVING TREES, SHRUBS AND HEDGES
- Standards: To BS 3998, Appendix A and Health & Safety Executive (HSE)/ Arboricultural and Forestry Advisory Group Safety Leaflets.
 - Existing services: Check for below and above ground services. Give notice if they may be affected.
 - Shrubs and smaller trees: Cut down and grub up roots.
 - Tree stumps:
 - Removal: remove mechanically to a depth of 300mm below ground level.
 - Removal by winching: Give notice. Do not use other trees as supports or anchors.
 - Work near retained trees: Where tree canopies overlap and in confined spaces generally, take down trees carefully in small sections to avoid damage to adjacent trees that are to be retained.
 - Filling holes:
 - Material: Use as-dug material and/ or imported soil as required.
 - Finishing: Consolidate and grade to marry in with surrounding ground level.
- 865 BARK DAMAGE
- Wounds:
 - Do not attempt to stop sap bleeding.
 - Bark: Remove ragged edges using a sharp knife.
 - Wood: Remove splintered wood from deep wounds.
 - Size: Keep wounds as small as possible.
 - Liquid or flux oozing from apparently healthy bark: Give notice.