



ARBORICULTURAL PLANNING CONSULTANTS

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SUPERVISION AND MONITORING STATEMENT

For Protection of Trees

at

77 North Road

Kew

London



August 2023

SJA sms 23387-01

CONTENTS

1. Statement of purpose	3
2. Planning and communication	4
3. Supervision and monitoring	5

APPENDICES

- 1. Tree survey schedule (SJA tss 21169-01)**
- 2. Tree Protection Plan (SJA TPP 21169-041)**

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1. Statement of purpose

1.1. The purpose of this supervision and monitoring statement is to detail what actions need to be taken to ensure the approved conversion, refurbishment and extension of the existing building and associated hard surfacing at No. 77 North Road, Kew does not cause any unacceptable damage to the trees to be retained within this site and in the adjacent properties and complies with the decision notice for application 22/3794/FUL, served on the 9th March 2023, specifically section “U0151791” which states that, **“The development hereby approved shall not shall not be implemented other than in accordance with the principles and methodology, as described within the approved arboricultural details”**. These include, **“SJA arboricultural method statement 21169-01”**, **“SJA tree protection plan 21169-01”** and **“Proposed Ground Floor Plan, Drawing No. 1641.03.03. Pln03.022”**. Additionally, under section **“B”** this planning condition demands that, **“Prior to commencement of works, confirmation of the appointment of a retained arboricultural consultant to conduct and submit an auditable system of site supervision and monitoring shall be submitted to the arboricultural officer”**.

1.2. This statement has been drawn up to comply with the recommendations of British Standard BS 5837:2012, *Trees in relation to design, demolition and construction – Recommendations*.

1.3. Details of the trees can be found in the tree survey schedule at **Appendix 1**. Their locations are shown on the tree protection plan (SJA TPP 21169-041) at **Appendix 2**. This plan is based on the proposed ground floor layout (drawing, no. 1641.03.03.Pln.022) by Michael Jones Architects.

1.4. The key words and phrases used in this statement are defined in **Table 1** below.

Arboricultural consultant	Arboricultural expert instructed by the developer to oversee the retention and protection of trees adjacent to the development site.
Arboricultural monitoring	Regular inspections of retained trees by the arboricultural consultant, in order to monitor their health and condition; and to inspect the effectiveness of the tree protection measures implemented.
Arboricultural supervision	Pre-arranged attendance on site of appointed arboricultural consultant for the duration of specific construction activities that could otherwise result in unacceptable damage to retained trees. Whilst on site the consultant will control, supervise and where appropriate assist in the undertaking of these activities.
Construction Exclusion Zone ('CEZ')	Area based on the root protection area (RPA), normally surrounded with protective fencing, from which access is prohibited during development works.
Protective fencing	Temporary fencing, erected for the duration of demolition and construction activities; designed to prevent access and disturbance to the trunks and root protection areas of trees.
Root Protection Area ('RPA')	The minimum area around a tree deemed to contain sufficient roots and rooting volume to maintain the tree's viability, and where the protection of the roots and soil structure is treated as a priority.
Tree Protection Plan ('TPP')	Drawing based upon the finalised proposals; showing trees for retention and illustrating the tree and landscape protection measures.

Table 1: Key words & phrases

2. Planning and communication

2.1. Unless otherwise agreed with the Local Planning Authority (LPA), the following actions are to be taken, in the order specified in the Sequence of Works at **Table 2**.

2.2. The client will appoint an arboricultural consultant to oversee all aspects of tree care and protection for the duration of demolition and construction works.

2.3. Prior to the commencement of works, the project manager will send copies of any demolition or construction method statements that might have implications for existing trees to the arboricultural consultant for his comments. The arboricultural consultant will liaise with the project manager to ensure that there are no conflicts between the demolition or construction method statements and this arboricultural method statement.

2.4. Prior to the start of any site clearance, demolition or construction works the client will convene a pre-commencement site meeting. This shall be attended by the client's project manager, the fencing contractor, the groundwork contractor(s) and the arboricultural consultant. The LPA tree officer will be invited to attend. If appropriate, the tree felling/surgery contractor should also attend. At that meeting contact numbers will be exchanged, and the methods of tree protection outlined in this statement shall

be fully discussed, so that all aspects of their implementation and sequencing are made clear to all parties. Any clarifications or modifications to this statement required as a result of the meeting shall be circulated to all parties in writing.

2.5. The client will immediately inform the arboricultural consultant if at any time during construction the project manager is replaced or transferred. The arboricultural consultant will convene a site meeting with the incoming/replacement site manager, to be held within five working days, to explain all outstanding tree protection measures detailed in this method statement.

2.6. A copy of this statement shall be supplied to all site personnel who have control over works of any nature within the Root Protection Areas (RPAs) of trees to be retained, or within the footprints of their canopies. The contractor will provide adequate instruction on its implementation for all relevant staff. This instruction will be carried out by, or to the approval of, the arboricultural consultant.

Order	Works	Details at Section:	Arb. supervision required:
1	Pre-commencement site meeting	2	Yes
2	Erection of tree protection fencing and installation of protective trunk wrapping for tree no. 1	3	Yes
3	Demolition/removal of wheelchair access (and foundations)	3	Yes
4	Supervised excavation of new driveway access and dropped kerb. Potential footpath re-instatement also.	3	Yes
5	Installation of proposed hard surfacing within RPA of London plane tree no. 1	3	Yes

Table 2: Sequence of works (relevant to tree protection)

3. Supervision and monitoring

3.1. To comply with condition “U0151791” of the decision notice referenced above, once the protective fencing has been erected and the trunk wrapping has been fitted, the arboricultural consultant will visit the site and inspect these tree protection measures. In the event that the specification or location of these items does not comply with this method statement, the arboricultural consultant will inform the fencing contractor, and adjustments will be made. Once compliance is achieved, the

arboricultural consultant will 'sign off' the tree protection measures to the contractor and copy this (in writing) to the client.

3.2. Throughout the construction process the arboricultural consultant will monitor the condition of the trees, and the integrity and effectiveness of the protective fencing. He will visit the site at appropriate intervals, as agreed with the LPA Tree Officer at the pre-commencement meeting, to ensure that the protection measures outlined in this document are adhered to. Records of all monitoring and supervisory visits will be made and will be forwarded to the client and copied to the LPA. This will be done in accordance with the stages set out in **Table 2** (above) and additional monitoring visits will be conducted as summarised in **Table 3** (below) (which will be completed after each stage by the consultant and signed by him/herself and the site manager).

Stage	Completed (Date)	Signed consultant	Signed site manager
Pre-start meeting			
Fencing sign off			
Supervision of the erection of tree protection fencing and installation of protective trunk wrapping for tree no. 1			
Supervision of the demolition/removal of wheelchair access (and foundations)			
Supervision of the excavation of new driveway access and a dropped kerb. Potential footpath re-instatement also.			
Supervision of the installation of proposed hard surfacing within RPA of London plane tree no. 1			
Week 1 monitoring visit			
Week 2 monitoring visit			
Week 4 monitoring visit			
Week 6 monitoring visit			
Additional monitoring (if needed)			
Additional monitoring (if needed)			
Completion assessment and sign off			

Table 3: Supervision and monitoring record

3.3. The arboricultural consultant shall directly supervise all works that have to be undertaken within RPAs. These include:

- location of protective fencing
- installation of protective trunk wrapping
- demolition of existing wheelchair access
- excavation of new driveway entrance, including footpath re-instatement
- construction of new hard surfacing

3.4. The project manager will give the arboricultural consultant at least 48 hours written notice of the date of intended construction of any proposed buildings or

structures, underground service runs, or areas of hard surfacing that are within the RPAs of any of the trees, so that he/she can attend.

3.5. All drawings or revised drawings issued to the client or to sub-contractors, that show details of any works within or abutting RPAs or beneath the crowns of trees are to be referred in advance to the arboricultural consultant to enable him to advise on any changes to the impact on trees that these drawings may cause, and to be able to provide solutions to avoid or minimise any further tree damage. All such drawings will be approved in writing by the arboricultural consultant before works within or abutting RPAs are proceeded with.

3.6. The arboricultural consultant will issue variation orders to the client in the case of any agreed changes to this method statement, and non-compliance notices in any cases of substantial deviation from the statement. These will be recorded in a final completion statement suitable for submission to the LPA if required.

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August 2023