



Hampton Pool

Tree Survey Report

Revision B

September 2024



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	Name	Position	Date
Author	Neil Taylor	Consultant Arborist	September 2024

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1 Introduction

1.1 Site Description

Hampton Pool (the "site") is situated approximately half a mile northwest of the centre of Hampton, within the London Borough of Richmond upon Thames. The site currently comprises two outdoor swimming pools, a building containing changing facilities and a gymnasium, a separate ancillary building containing the plant for the running of the pools and a car park. The site is bounded to the north by allotments, to the east by Bushy Park and to the south and west by residential and commercial buildings.

There are no tree preservation orders on site, however the site is within a conservation area.

1.2 Proposed Works

The refurbishment of the existing facilities and car park along with the extension of the main building to the west and the extension of the plant room to the north and south are proposed. Works that are likely to affect retained trees include the resurfacing of the existing car park.

1.3 Aims of Study

To inform a planning application, Canopy Consultancy has been commissioned by YMCA London Southwest to undertake a tree survey of the site, in accordance with British Standard (BS) 5837:2012 "Trees in Relation to Design, Demolition and Construction - Recommendations".

The aim of this report is to present the results of the survey, including a Tree Survey Schedule (TSS), an Arboricultural Implications Assessment (AIA), and an Arboricultural Method Statement (AMS). A Tree Protection Plan (TPP) has also been produced and accompanies this report as a separate drawing.

This report in no way constitutes a health and safety survey report. Where concerns for tree health and safety exist, the necessary and appropriate tree inspections should be carried out.

2 Methodology

The trees were inspected from ground level by consultant arboriculturist Neil Taylor on 19th May 2016 and measurements taken in accordance with the recommendations set out in the BS 5837:2012. Canopy spreads were measured and plotted to the four compass points. Where direct access was not possible measurements have been estimated. The surveyed trees are colour coded on the accompanying tree survey drawing according to their relevant BS category.

The tree data collected is used to enable the current canopy spread of the surveyed trees and the Root Protection Area (RPA) to be plotted on the accompanying TPP. The RPA is defined by the formula in paragraph 4.6 from the BS 5837:2012 and may be refined by taking into account current on-site constraints to root activity such as buildings, earthworks and hard paving. This forms part of the design process for the proposed development.

3 Assessment

3.1 Tree Character Groups

The detailed results of the tree survey are provided in the TSS, in Appendix 1. In summary, the trees on the site vary in condition and contribution to the wider landscape. The trees can be divided into three distinct character groups as follows:

1. The first character group includes the large, mature trees found growing on or close to the northern boundary. The trees in this character group are in a fair condition and appear to show signs of root loss or damage in the past.
2. The second character group includes the medium sized, middle aged trees found growing across the site. The trees in this character group to the south are in a good condition and provide significant amenity to the site. The majority of the trees around the car park are in a fair condition, exhibiting signs of root loss or damage.
3. The third character group includes the garden scale fruit trees and palms found growing across the site. Due to their size, the trees in this character group contribute little to amenity of the wider area.

4 Arboricultural Implications Assessment (AIA)

4.1 Methodology

The AIA uses the information obtained in the tree survey to identify areas where the proposed construction may be at odds with accepted standards, in terms of a tree's requirements for space in which to maintain existing roots and shoots, and space for future growth.

The quality and relative importance of each tree is illustrated as a coloured polygon. The colour used relates to the BS categories as follows: A - green, B - blue, C - grey and R - red (see accompanying drawing reference 16-408-TPP). In general the design process will try to retain A and B category trees. Proposed construction will therefore normally be excluded from the RPA of A and B category trees. Red trees are discounted as they are recommended for removal.

Details of the trees surveyed are given in the TSS (Appendix 1). The juxtaposition of the proposed development in relation to existing tree locations are shown on the accompanying TPP drawing, reference 16-408-TPP.

The AIA considers existing site conditions and the effect that they may have on the development of the surveyed trees root systems. Hard structures such as building and paved roads and paths can influence the root activity of trees by reducing the availability of both moisture and nutrients.

4.2 Assessment

Refer to the accompanying TPP, drawing, reference 16-408-TPP, for the relationship between the proposed development and the trees on and adjacent to the site.

- The following tree should be removed for arboricultural reasons:

T25

- The following trees will be removed to enable the approved development:

T9 to enable the reconfiguration of the existing car park

T21 to enable the extension of existing building

T22 to enable the construction of a cycle rack

T23 to enable the extension of the existing building

T24 to enable the extension of the existing building

H1 to enable the construction of a transformer, store and maintenance access

- There will be no demolition within the RPA of a retained tree.
- The following trees will be affected by resurfacing the existing car park. Where the resurfacing within the RPA of a retained tree is proposed, the existing sub base is to be retained and reused. The existing wearing course is to be removed in accordance with the methodology described in Section 5.2 below:

T10, T11, T12, T13, T14, T15, T16, T18, T19 and T20

- The retained trees are considered to be of a sufficient distance from the proposed development so as not to have a detrimental impact on the future users, therefore there will be no perceived future pressure to remove retained trees.

5 Arboricultural Method Statement (AMS)

5.1 Methodology

The AMS provides the means by which retained trees and hedges can be protected throughout the development.

The movement of demolition and construction machinery in close proximity to trees may cause compaction of the soil which affects the tree's ability to absorb moisture and nutrients. The RPAs of retained trees and hedges will be protected by a tree protection barrier as described in paragraph 5.5 below and shown on the accompanying TPP, drawing number 16-408-TPP.

5.2 Demolition within the RPA of Retained Trees

There will be no demolition within the RPA of a retained tree.

5.3 Construction within the RPA of Retained Trees

Where the existing wearing surface is proposed to be removed from within the RPA of T10, T11, T12, T13, T14, T15, T16, T18, T19 and T20 works will be carried out under the supervision of a suitably qualified arboriculturist. The existing wearing course will be broken up using hand operated tools and removed by excavator with a toothless bucket. The excavator will remain on the hard surface at all times and retreat away from the trees as the wearing course is removed. When the area is to be resurfaced, the existing sub-base is to remain in place and be re-used. The new wearing course will be laid immediately after the existing is removed.

No materials or spoil is to be stored within the RPA of a retained tree.

In order to avoid damage to the retained trees the tree surgery and felling work identified in the accompanying tree survey schedule will be carried out prior to the occupation of the site by the building contractor. The work will be carried out in accordance with BS 3998:2010.

5.4 Services

The proposed locations of service runs is not known at this stage but are likely to be located outside the RPA of the trees on and adjacent to the site. Where it is not possible to achieve this, the section of service run which passes within the RPA of a tree will be hand dug in accordance with 'broken trenches' described in NJUG 4 Section 4, an extract of which can be found in Appendix 3. This will ensure that tree roots are not damaged during the installation of the service. All root pruning will be agreed beforehand with the named arboriculturist in consultation with the local authority arboricultural officer. All root pruning will be in accordance with current best

working practice. All routes for overhead services will aim to avoid the trees. Where this is unavoidable any tree work will be agreed prior to commencement with the Council's Arboricultural Officer.

5.5 Tree Protection

The trees that are located on or close to the northern boundary will be protected by the use of a tree protection barrier erected in the location shown on the accompanying TPP, drawing number 16-408-TPP. The fence will consist of "Heras" type panels or similar braced at appropriate intervals and secured to keep in place. The tree protection barrier will be erected prior to the occupation of the site by the demolition contractor and will only be removed once the construction phase is complete.

The trees to the rear of the site, namely T1 – T8, do not require protection as the pool will remain open throughout the development and as such, construction activity will be restricted to the west and north of the pool.

5.6 Site Monitoring and Supervision

The process of reporting to the client and LPA/Tree Officer will be by emailing the checklist form at Appendix 2. Site monitoring is to be at a frequency agreed and approved by the LPA. It will involve a site visit by the arboriculturist at selected intervals to ensure that the appropriate tree protection measures, as detailed in the approved drawings and method statements, are continually adhered to.

6 Conclusion

Canopy Consultancy was commissioned by YMCA London Southwest to carry out a tree survey at the site. The results of the survey indicate that the trees within the survey area vary in condition and contribution to the wider landscape.


Five trees and one hedge will be removed to enable the proposed development. The redevelopment of the site will provide an opportunity to plant new trees as part of a landscape scheme. This will improve the species diversity and age range of trees in the local area as well as enhancing the tree cover on the site.


Through the specified tree protection measures and construction methodologies, it will be possible to minimise the impact of the proposed development on the retained trees.


Overall, there are no known overriding arboricultural constraints which would prevent the proposed development from going ahead, subject to the protection measures and construction methodologies specified within this report being correctly implemented.

7 Appendices

Appendix 1: Tree Survey Schedule

Project:	Hampton Pool								BS 5837 2012 Trees in relation to design, construction and demolition-recommendations			Surveyed by	NAT				
Ref:	16-408-TSS											Weather	Clear and bright				
Date:	19.05.16											Tagged	No				
Client:	YMCA London Southwest																
				Canopy Spread													
Tree No.	Species	Height (m)	DBH (mm)	N	E	S	W	Stems	Height of crown clearance	Age class	Physiological condition problems/comments	Structural condition	Preliminary management recommendations	Estimated remaining contribution years	BS category		
T1	oak (Quercus robur)	10	672	5	7	7	6	2	2	MA	Good - minor dead wood	Good	None	40+	A2		
T2	cherry (Prunus sp.)	4	180	2	2	3	3	1	2	MA	Fair - sparse crown	Good	None	10-20	C1		
T3	oak (Quercus robur)	12	710	7	6	7	6	1	3	MA	Good	Good	None	40+	A2		
T4	cabbage tree (Cordyline australis)	5	180	1	2	1	2	1	4	MA	Good	Good	None	20-40	C1		
T5	European fan palm (Chamaerops humilis)	3	200	1	1	1	1	1	1.5	MA	Good	Good	None	20-40	C1		
T6	cabbage tree (Cordyline australis)	3	150	1	1	1	1	1	2	MA	Fair	Good	None	10-20	C1		
T7	European fan palm (Chamaerops humilis)	2	200	1	1	1	1	1	1	MA	Good	Good	None	20-40	C1		
T8	silver birch (Betula pendula)	8	180	4	4	3	4	1	3	Y	Good	Good	None	40+	C1		
T9	alder (Alnus glutinosa)	9	460	4	3	4	3	1	2	M	Fair - die back	Good	None	10-20	C1		
T10	silver birch (Betula pendula)	9	380	4	5	3	4	1	2	MA	Good	Good	None	20-40	B2		
T11	silver birch (Betula pendula)	8	200	2	3	2	2	1	3	MA	Good	Fair - decay pockets on stem	None	20-40	C1		

Project:	Hampton Pool				BS 5837 2012 Trees in relation to design, construction and demolition- recommendations			Surveyed by		NAT						
	Ref:	16-408-TSS						Weather		Clear and bright						
Date:	19.05.16				Tagged		No									
Client:	YMCA London Southwest															
				Canopy Spread												
Tree No.	Species	Height (m)	DBH (mm)	N	E	S	W	Stems	Height of crown clearance	Age class	Physiological condition problems/comments	Structural condition	Preliminary management recommendations	Estimated remaining contribution years	BS category	
T12	alder (Alnus glutinosa)	9	410	4	4	4	3	1	3	MA	Fair - die back	Good	None	10-20	C1	
T13	sycamore (Acer pseudoplatanus)	7	170	3	3	4	3	1	2	Y	Good	Good	None	40+	B2	
T14	sycamore (Acer pseudoplatanus)	6	170	3	3	4	3	1	2	Y	Good	Fair - lost stem causing bend in stem	None	20-40	C1	
T15	sycamore (Acer pseudoplatanus)	7	160	2	4	4	2	1	2	Y	Fair - suppressed	Good	None	10-20	C1	
T16	alder (Alnus glutinosa)	8	350	3	4	2	2	1	2	MA	Fair - die back	Good	None	10-20	C1	
T17	sycamore (Acer pseudoplatanus)	7	230	3	2	3	4	1	2	MA	Fair - die back. Suckers	Good	None	10-20	C1	
T18	sycamore (Acer pseudoplatanus)	10	480	5	5	4	3	1	2	M	Fair - die back. Suckers	Good	None	10-20	C1	
T19	sycamore (Acer pseudoplatanus)	13	497	4	7	4	5	2	3	M	Fair - thinning upper crown	Good	None	10-20	C1	
T20	sycamore (Acer pseudoplatanus)	12	787	5	3	6	6	3	3	M	Fair - thinning upper crown	Fair - triple stem	None	10-20	C1	
T21	goat willow (Salix caprea)	6	636	3	5	4	4	2	2	M	Fair	Fair - pollard	None	10-20	C1	
T22	goat willow (Salix caprea)	6	600	4	4	4	3	Multi	2	M	Fair	Fair - coppice	None	10-20	C1	

Project:	Hampton Pool				BS 5837 2012 Trees in relation to design, construction and demolition- recommendations				Surveyed by	NAT						
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Client:	YMCA London Southwest															
				Canopy Spread												
Tree No.	Species	Height (m)	DBH (mm)	N	E	S	W	Stems	Height of crown clearance	Age class	Physiological condition problems/comments	Structural condition	Preliminary management recommendations	Estimated remaining contribution years	BS category	
T23	goat willow (Salix caprea)	6	600	3	3	4	4	Multi	2	M	Fair	Fair - coppice	None	10-20	C1	
T24	cherry (Prunus sp.)	3	200	1	2	2	2	1	2	MA	Fair - heavily reduced	Good	None	10-20	C1	
T25	hawthorn (Crataegus monogyna)	6	200	2	2	4	2	1	2	MA	Poor - nearly dead	Fair	Remove	0-10	U	
T26	Lawson's cypress (Chamaecyparis lawsoniana)	6	250	1	2	2	1	1	2	MA	Fair - off site	Good	None	10-20	C1	
G1	privet, hawthorn, sycamore, cherry plum, wesetern red cedar	Up to 3	Varied								Good - boundary understory group cut to form hedge in places	Good	None	20-40	C1	
H1	laurel	2	Varied						MA	Good - boundary hedge	Good	None	20-40	C1		

Appendix 2: Programme of Site Monitoring

Hampton Pool
Site Monitoring Form

To be completed by the named arboriculturist and emailed to the client and tree officer at the completion of each operation.

Arboriculturist.....

Client.....

Project Manager.....

Tree Officer.....

(The above to be filled in with names and contact numbers)

OPERATION	TIMING	DATE	COMMENTS
Pre-commencement meeting or contact with project/site manager.	Before any works or pre-works on site, including storage of materials		
Spot check of protective fencing	Before construction begins		
Supervision of removal of wearing course within RPA of T10, T11, T12, T13, T14, T15, T16, T18, T19 and T20	Before the resurfacing of the car park		
Completion of development	Once all construction activity has been completed		

Appendix 3: Section 4, extracted from NJUG 4

4. HOW TO AVOID DAMAGE TO TREES

This section gives general guidance on methods of work to minimise damage to trees. The local authority (or for privately owned trees, the owner or their agent), should be consulted at an early stage prior to the commencement of any works. This will reduce the potential for future conflict between trees and apparatus.

4.1 Below Ground

Wherever trees are present, precautions should be taken to minimise damage to their root systems. As the shape of the root system is unpredictable, there should be control and supervision of any works, particularly if this involves excavating through the surface 600mm, where the majority of roots develop.

4.1.1 Fine Roots

Fine roots are vulnerable to desiccation once they are exposed to the air. Larger roots have a bark layer which provides some protection against desiccation and temperature change. The greatest risk to these roots occurs when there are rapid fluctuations in air temperature around them e.g. frost and extremes of heat. It is therefore important to protect exposed roots where a trench is to be left open overnight where there is a risk of frost. In winter, before leaving the site at the end of the day, the exposed roots should be wrapped with dry sacking. This sacking must be removed before the trench is backfilled.

4.1.2 Precautions

The precautions referred to in this section are applicable to any excavations or other works occurring within the Prohibited or Precautionary Zones as illustrated in Figure 1 – ‘Tree Protection Zone’.

4.1.3 Realignment

Whenever possible apparatus should always be diverted or re-aligned outside the Prohibited or Precautionary Zones. Under no circumstances can machinery be used to excavate open trenches within the Prohibited Zone.

The appropriate method of working within the Precautionary Zone should be determined in consultation with the local authority (or for privately owned trees the owner or their agent) and may depend on the following circumstances;

- the scope of the works (e.g. one-off repair or part of an extensive operation)
- degree of urgency (e.g. for restoration of supplies)
- knowledge of location of other apparatus
- soil conditions
- age, condition, quality and life expectancy of the tree

Where works are required for the laying or maintenance of any apparatus within the Prohibited or Precautionary Zones there are various techniques available to minimise damage.

Acceptable techniques in order of preference are;

a) Trenchless

Wherever possible trenchless techniques should be used. The launch and reception pits should be located outside the Prohibited or Precautionary Zones. In order to avoid damage to roots by percussive boring techniques it is recommended that the depth of run should be below 600mm. Techniques involving external lubrication of the equipment with materials other than water (e.g. oil, bentonite, etc.) must not be used when working within the Prohibited Zone. Lubricating materials other than water may be used within the Precautionary Zone following consultation and by agreement.

b) Broken Trench - Hand-dug

This technique combines hand dug trench sections with trenchless techniques if excavation is unavoidable. Excavation should be limited to where there is clear access around and below the roots. The trench is excavated by hand with precautions taken as for continuous trenching as in (c) below. Open sections of the trench should only be long enough to allow access for linking to the next section. The length of sections will be determined by local conditions, especially soil texture and cohesiveness, as well as the practical needs for access. In all cases the open sections should be kept as short as possible and outside of the Prohibited Zone.

c) Continuous Trench - Hand-dug

The use of this method must be considered only as a last resort if works are to be undertaken by agreement within the Prohibited Zone. The objective being to retain as many undamaged roots as possible.

Hand digging within the Prohibited or Precautionary zones must be undertaken with great care requiring closer supervision than normal operations.

After careful removal of the hard surface material digging must proceed with hand tools. Clumps of roots less than 25mm in diameter (including fibrous roots) should be retained in situ without damage. Throughout the excavation works great care should be taken to protect the bark around the roots.

All roots greater than 25mm diameter should be preserved and worked around. These roots must not be severed without first consulting the owner of the tree or the local authority tree officer / arboriculturist. If after consultation severance is unavoidable, roots must be cut back using a sharp tool to leave the smallest wound.

4.1.5 Backfilling

- Any reinstatement of street works in the United Kingdom must comply with the relevant national legislation (see: **Volume 6 – ‘Legislation and Bibliography’**). In England this relates to the requirements of the code of practice – ‘Specification for the Reinstatement of Openings in Highways’ approved under the New Roads and Street Works Act 1991. Without prejudice to the requirements relating to the specification of materials and the standards of workmanship, backfilling should be carefully carried out to avoid direct damage to roots and excessive compaction of the soil around them.
- The backfill should, where possible, include the placement of an inert granular material mixed with top soil or sharp sand (not builder’s sand) around the roots. This should allow the soil to be compacted for resurfacing without damage to the roots securing a local aerated zone enabling the root to survive in the longer term.
- Backfilling outside the constructed highway limits should be carried out using the excavated soil. This should not be compacted but lightly “tamped” and usually left slightly proud of the surrounding surface to allow natural settlement. Other materials should not be incorporated into the backfill.

4.1.6 Additional Precautions near Trees

- Movement of heavy mechanical plant (excavators etc.) must not be undertaken within the Prohibited Zone and should be avoided within the Precautionary Zone, except on existing hard surfaces, in order to prevent unnecessary compaction of the soil. This is particularly important on soils with a high proportion of clay. Spoil or material must not be stored within the Prohibited Zone and should be avoided within the Precautionary Zone.
- Where it is absolutely necessary to use mechanical plant within the Precautionary Zone care should be taken to avoid impact damage to the trunk and branches. A tree must not be used as an end-stop for paving slabs or other materials nor for security chaining of mechanical plant. If the trunk or branches of a tree are damaged in any way advice should be sought from the local authority tree officer / arboriculturist.

See TABLE 1 –‘Prevention of Damage to Trees Below Ground’ below for summary details regarding causes and types of damage to trees and the implications of the damage and the necessary precautions to be taken to avoid damage.

TABLE 1 - Prevention of Damage to Trees Below Ground

Causes of Damage	Type of Damage	Implications to Tree	Precautions
Trenching, mechanical digging etc.	Root severance	<ul style="list-style-type: none"> The tree may fall over Death of the root beyond the point of damage Potential risk of infection of the tree <p>The larger the root the greater the impact on the tree.</p>	Hand excavate only within the Precautionary Zone. Work carefully around roots. Do not cut roots over 25mm in diameter without referring to the local authority tree officer. For roots less than 25mm in diameter use a sharp tool and make a clean cut leaving as small a wound as possible.
Trenching, mechanical digging, top soil surface removal etc.	Root bark damage	<ul style="list-style-type: none"> The tree may fall over If the damage circles the root it will cause the death of the root beyond that point Potential risk of infection of the tree <p>The larger the root the greater the impact on the tree.</p>	Do not use mechanical machinery to strip the top soil within the Precautionary Zone. Hand excavate only within the Precautionary Zone. Work carefully around roots. Do not cut roots over 25mm in diameter without referring to the local authority tree officer. For roots less than 25mm use a sharp tool and make a clean cut leaving as small a wound as possible.
Vehicle movement and plant use. Material storage within the precautionary area.	Soil compaction & water saturation	Restricts or prevents passage of gaseous diffusion through soil, the roots are asphyxiated and killed affecting the whole tree.	Prevent all vehicle movement, plant use or material storage within the Precautionary Zone.
Top-soil scouring, excavation or banking up.	Alterations in soil level causing compaction or exposure of roots.	Lowering levels strips out the mass of roots over a wide area. Raising soil levels asphyxiates roots and has the same effect as soil compaction.	Avoid altering or disturbing soil levels within the Precautionary Zone.
Use of herbicides.	Poisoning of the tree via root absorption	<ul style="list-style-type: none"> Death of the whole tree Death of individual branches <p>Damage to leaves and shoots.</p>	The selection and application of herbicides must be undertaken by a competent person in accordance with COSHH regulations.
Spillage of oils or other materials.	Contamination of soil	Toxic and asphyxiation effects of chemicals, oils, building materials (cement, plaster, additives etc.) on the root system can kill the tree.	Never store oils, chemicals or building materials within the Precautionary Zone or within the branch spread of a tree, which ever is the greater.
Placement or replacement of underground apparatus.	Various	Death of all or part of the tree.	Effective planning and liaison with local authority tree officer, taking into consideration the position of trees, and their future growth potential and management

4.2 Above Ground

4.2.1 Damage by Pruning

Trees (including shrubs and hedges) can be damaged by inappropriate or excessive pruning. Reference should be made to the Energy Networks Association (ENA) document "Engineering Technical Report 136 Vegetation Management near Electricity Equipment – Principles of Good Practice" (see section 8 – 'Other Useful Publications') or appropriate company specific documentation for guidance on pruning.

See TABLE 2 – 'Prevention of Damage to Trees Above Ground' below for summary details regarding causes and types of damage to trees and the implications of the damage and the necessary precautions to be taken to avoid damage.

TABLE 2 - Prevention of Damage to Trees Above Ground

Causes of Damage	Type of Damage	Implications for the Tree	Precautions
Impact by vehicle or plant Physical attachment of signs or hoardings to the trunk Storage of materials at base of tree Rubbing by winch or pulling cables	Bark bruising, bark removal, damage to the wood, damage to buttress roots, abrasion to trunk	Wounding with the potential for infection ultimately resulting in death of all or part of the tree. Structural failure of the tree	Surround the trunk with protective free-standing barrier. Exclude vehicles, plant or material storage from the Precautionary Zone. Ensure sufficient clearance of cables or ropes.
Impact by vehicle or plant Rubbing by overhead cables	Bark damage to branches, breakage and splitting of branches, abrasion to branches	Structural failure of the branch. Wounding or loss of a branch with the potential for infection ultimately resulting in death of all or part of the branch or tree.	Exclude vehicles, plant or material storage from the Precautionary Zone. Ensure sufficient clearance of cables or ropes. All pruning should be carried out in accordance with BS3998 (<i>prune affected branches to give appropriate clearance from cables</i>)
Inappropriate siting of overhead apparatus, such as CCTV, lighting fixtures and communications masts and dishes.	Inappropriate pruning, unnecessary tree removal	Severely pruning tree to acquire line of sight signal for communications dish etc.	Effective planning and liaison with local authority tree officer / arboriculturist, taking into consideration the position of trees, and their future growth potential and management.
Lack of forethought in design and location of apparatus and services entries on new developments	Complete tree removal	The tree is removed unnecessarily	Agree the location and installation of services at the design stage. Consideration should be given to the creation of dedicated service routes wherever possible.
Use of herbicides	Poisoning of the tree via absorption through bark, leaves and shoots	Death of the whole tree, death of individual branches, damage to leaves and shoots	The selection and application of herbicides must be undertaken by a competent person in accordance with COSHH regulations.