

# Schedule of Arboricultural Monitoring



at

**672 Bradford Road  
Birkenshaw  
Bradford  
BS11 2EE**



**Dated  
25<sup>th</sup> June 2024**



**CROWN  
Consultants**

Tree consultants throughout England and Wales

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# 1. Introduction

## 1.1. Instruction

- 1.1.1. We are instructed by to produce a schedule of monitoring to ensure that retained trees are adequately protected from construction activity.
- 1.1.2. This arboricultural monitoring schedule should be read in conjunction with the Crown Tree Consultants Arboricultural Method Statement, dated 25<sup>th</sup> June 2024.
- 1.1.3. This document shall be used to assist with the discharge of Planning Condition 17, Ref: 2023/62/93178/E.




## 1.2. Site Induction

- 1.2.1. The site manager shall be responsible for inducting all contractors (including those providing connections to underground services) and making sure they are aware of all tree protection requirements. This shall include provision of a printed copy of the Arboricultural Method Statement and Tree Protection Plan as well as a verbal account of all restrictions that apply within the Construction Exclusion Zone and Restricted Activity Zones.

# 2. Monitoring Schedule

## 2.1. Key Personnel and Responsibilities

- 2.1.1. The details of relevant personnel and their responsibilities are detailed below:

Position	Name	Contact Phone & email	Roles
<b>Project Manager</b>	 Nathan Hall	07713638964 amyhallways@aol.com	<p>Liaising with the project arborist regarding any potential issues relating to trees (including pre-start clarification of the Arboricultural Method Statement).</p> <p>Scheduling of meetings and inspections (including project arborist and local authority tree officer where applicable).</p> <p>Overseeing this monitoring schedule.</p> <p>Taking monthly photographs of the tree protection measures and ongoing development.</p> <p>Liaising with local authority regarding discharge of planning conditions and variances to the Arboricultural Method Statement.</p> <p>Reporting to the local authority following site inspections and any variation or incidents.</p>
<b>Site Manager</b>	Insert Details	Insert Details	<p>Day to day monitoring of tree protection measures.</p> <p>Induction of all contractors.</p> <p>Reporting to the Project Manager and the Appointed Arborist of any incidents or potential variations to the agreed tree protection measures.</p>
<b>Project Arborist</b>	 Crown Tree Consultancy	08000 14 13 30 0203 797 7449 info@crowntrees.co.uk	<p>Liaising with LPA Tree Officer over technical arboricultural matters.</p> <p>Upon instruction the arborist shall inspect the tree protection barriers including ground protection measures and produce a short report for the project manager to submit.</p> <p>Upon instruction the arborist shall attend any specified site visits and inspections and produce a short report for the project manager to submit.</p>
<b>Local Authority</b>	 Kirklees Council	Insert Details	<p>Approval of the Arboricultural Method Statement and site monitoring reports.</p> <p>Liaising with the appointed arborist on all technical arboricultural matters.</p> <p>Liaising with the Project Manager to agree suitability of tree protection measures and any variations.</p> <p>Enforcement.</p> <p>Discharge of planning conditions relating to trees.</p>
<b>Additional Contact</b>	Insert Details	Insert Details	Insert Details

## 2.2. Schedule of Inspections

2.2.1. The table below specifies when the appointed arborist shall attend the site and oversee operations:

Inspection	Site Attendees	Comments
<b>Pre-Start Desk-top</b> To occur prior to any works taking place on the site.	N/A.	Project Manager and Site Manager to study this Method Statement & contact the Project Arborist to clarify all protection measures.
<b>Pre-Start Meeting</b> After tree works completed & tree protection barriers / ground protection measures installed and prior to any other activity, inc. demolition & soil stripping.	Project Manager, Site Manager, Project Arborist, relevant contractors. Tree Officer invited.	Tree protection fencing locations & specification checked. Ground protection measures checked. Contractors to be inducted to all relevant aspects of the Arboricultural Method Statement. Responsibilities checked and acknowledged. Adherence to the Arboricultural Method Statement to be discussed and agreed. Report on findings to be provided by the arborist and sent to the local authority tree officer by the project manager.
<b>Monthly Reporting</b> Photographs of the ongoing development to be provided to the project arborist once per calendar month throughout the entirety of the project.	Site Manager.	Photographs of the tree protection fencing and ground protection measures to be provided. Activities and adherence to Arboricultural Method Statement discussed and checked. Photographic log to be kept on record, should they be requested by the local authority.
<b>Post-Construction Meeting</b> Post external construction activity but prior to removal of fencing & landscaping operations.	Site Manager, Project Arborist. Tree Officer invited.	Retained trees inspected. Ground conditions assessed and mitigation measures agreed where appropriate. Further landscaping operations and restrictions to be agreed.

## 2.3. Reporting to the Local Authority

2.3.1. Following each site visit the appointed arborist shall compile a report on all observations, variations and proposed mitigation. This shall include photographs of protection measures and relevant supervised works. This shall be issued to our client to issue to the local authority.

## 2.4. Variations and Incidents

2.4.1. In the event of any previously unforeseen circumstances requiring a variation of any restriction within the Arboricultural Method Statement, the site manager shall report to the appointed arborist who will liaise with the local authority tree officer to formally agree appropriate mitigation measures.

## 3. Inspection Records

### 3.1. Inspection 1

<b>Inspection Date</b>	
<b>Inspector Name</b>	
<b>Reason for Inspection</b>	Pre-Commencement Meeting. Check protection measures. Induct Site manager.
<b>Persons Present</b>	
<b>Protection fencing</b>	
<b>Ground Protection</b>	
<b>Other Comments</b>	
<b>Actions Required</b>	

### **3.2. Inspection 1 Photographs**

Photo 1.

Photo 2.

Photo 3.

Photo 4.

Photo 5.

Photo 6.

### 3.3. Inspection 2

<b>Inspection Date</b>	
<b>Inspector Name</b>	
<b>Reason for Inspection</b>	Post Construction Meeting. Condition of retained trees to be assessed.
<b>Persons Present</b>	
<b>Protection fencing</b>	
<b>Ground Protection</b>	
<b>Other Comments</b>	
<b>Actions Required</b>	

### 3.4. Inspection 2 Photographs

Photo 1.

Photo 2.

Photo 3.

Photo 4.

Photo 5.

Photo 6.

## Appendix 1: Author's Qualifications

### **Qualifications & Experience of Emma Hoyle FDS (Arboriculture), ED (Forestry & Arboriculture), M. Arbor. A.**

Emma is a qualified Arboricultural Consultant educated to Level 5 in Arboriculture at Askham Bryan College and is a professional member of the Arboricultural Association. She has worked for Crown Consultants since 2015 and has since written numerous reports relating to all aspects of arboriculture including; planning and development, vegetation related subsidence, tree preservation orders and tree risk assessment. Emma regularly attends seminars and events in order to keep abreast with current knowledge and best practise in Arboriculture.

Prior to becoming an arboricultural consultant, Emma worked for two reputable tree surgery firms from 2008 and became an NPTC Qualified tree surgeon after completing a Level 3 Extended Diploma in Forestry and Arboriculture at Askham Bryan College. Emma also has experience in other areas of arboriculture such as forest clearance, tree planting, tree maintenance and landscaping.

## Appendix 2: Additional Photographs

Photo 1.

Photo 2.

Photo 3.

Photo 4.

Photo 5.

Photo 6.

4.

Photo 7.

Photo 8.

Photo 9.

Photo 10.

Photo 11.

Photo 12.

Photo 13.

Photo 14.

Photo 15.

Photo 16.

Photo 17.

Photo 18.

