COMPONENT	MANAGEMENT OBJECTIVES	CODE	OPERATION(S)	TIME OF YEAR	FREQUENCY (PER YEAR)	YEARS 1-5	YEARS 6-30
GENERAL							
1. General maintenance requirements to all planted areas, unless otherwise stated in the detailed schedule below.	To maintain high standard planting scheme across site and ensure healthy establishment of plants.	A	Inspection	March-September	Annually.	Y1-5	✓
		B	Inspect tree stakes, ties and shelters and replace where necessary. Remove in Year 5.	February and after strong winds	Annually. In Year 5- Remove.	Y1-5	
		C	Watering - during establishment and to ensure continued thriving	As necessary during dry spells, or indicated in the detailed schedule below.	As required- daily in dry spells mainly April- September.	Y1-5	✓
		D	Refirm new tree / shrub planting	February and after strong winds	Annually and as required following inspection.	Y1-5	
		E	Removal of debris and litter	Throughout	Each maintenance visit.	Y1-5	✓
		F	Plant replacements and reinstatement to Year 5 when instructed	November to March	Annually next following planting season.	Y1-5	
		G	Fertiliser	March	Annually.	Y1-5	
		H	Top up mulch to 60mm or 75mm depth (bark or gravel - refer to specification)	November	Annually.	Y1-5	✓
EXISTING							
2. Existing Trees	To ensure continued healthy growth of trees and safety of the site.	A	Inspect to record pests and diseases, deadwood, impaired physiological and structural condition	Late spring/summer and following severe weather (heavy snow, strong wind)	Annuallly.	Y1-5	✓
		B	Tree management operations or removal as required (observing Tree Preservation Orders and Conservation Areas as well as wildlife legislation)	As necessary in winter or immediately following receipt of inspection report if urgent action is required	As required.		✓
		C	Removal of ivy on stems as required	As required	As required	✓	✓
3. Existing Vegetation/Planting	To ensure continued healthy growth of planting.	A	Pruning to maximum height of 1m and to encourage best display of given species, taking into account of natural habit and form:				
			a) Winter flowering	Prune Spring	Annually	Y1-5	✓
			b) Shrubs flowering between March and July	Prune immediately after flowering	Annually	Y1-5	✓
			c) Shrubs flowering between July and October	Prune back to old wood in winter	Annually	Y1-5	✓
		B	Thinning	As necessary following inspection	Annually if required	Y1-5	✓
		C	Weed Control	March- September	As required	Y1-5	✓
		D	Soil aeration	April	When required	Y1-5	✓
		E	Soil level readjustment/ edging	Spring	Annually	Y1-5	✓
TREES AND HEDGES							
4. New tree planting	To ensure that trees establish and remain in a healthy condition.	A	Establishment maintenance (weed control, fertiliser, tree guy stakes, refirming, formative pruning)	As necessary following inspection	As required.	Y1-5	✓
		B	Maintain 1m diameter weed free area, adjust soil and maintain depth of mulch	As necessary following inspection	As required.	Y1-5	✓
5. Native Foliage Hedge	To ensure the healthy establishment of new hedges. To retain attractive beech foliage during winter months. To maintain to a maximum height of 1.5m, to aid future maintenance and to permit views into	A	Establishment pruning- lightly trim	December- February	Annually in Year 1 and Year 2.	Y1-5	
		B	Trimming established hedge	August (carefully check for nesting birds prior to trimming)	Twice from Year 3.	Y1-5	✓
		C	Remove temporary hedge support fence when established	November	When no longer required.	Y1-5	
SHRUBS							
6.Ornamental planting - shrubs and herbaceous material	To provide attractive and healthy landscape year-round. To create healthy attractive plant mixes. To control weed growth.	A	Pruning to encourage best display of given species, taking into account of natural habit and form:				
			a) Winter flowering	Prune Spring	Annually	Y1-5	✓
			b) Shrubs flowering between March and July	Prune immediately after flowering	Annually	Y1-5	✓
			c) Shrubs flowering between July and October	Prune back to old wood in winter	Annually	Y1-5	✓

		B	Thinning	As necessary following inspection	Annually if required	Y1-5	✓
		C	Weed Control	March- September	As required	Y1-5	✓
		D	Soil aeration	April	When required	Y1-5	✓
		E	Soil level readjustment/ edging	Spring	Annually	Y1-5	✓
		F	All herbaceous perennials and ornamental grasses that die back in winter to soil level can be cut back in autumn and winter, using the following guidance: •Using a knife, shears or secateurs, cut stems close to the 'crown' or dormant base of the plant •If there is any young growth, cut to just above it •Take the opportunity to remove weeds, digging out those with thick or fleshy roots •Cut back perennials that produce leaves and flower stems from below the soil level, to soil level •Less severely cut back perennials showing new basal shoot growth (e.g. Sedum) •Any attractive dead stems or flower heads can be left until early spring to provide structral interest throughout the winter. •Separate and dispose of diseased material (showing signs of leaf-spots, mildew and rusts, for example).	Autumn / Winter	Annually	Y1-5	✓
		G	Evergreen perennials are not to be cut back, but should be tidied during spring and summer by removing dead foliage.	Spring and Summer	Annually	Y1-5	✓
		H	Thinning herbaceous perennials	Spring	As required	Y1-5	✓
		I	Maintain climber growth and train along wires where necessary.	Mach - September	As required.	Y1-5	✓
		J	Replacement of over mature plants as required	Anticipated lifespan varies per species from 15-100 years. Replace on a like for like basis unless written permission given by client and local planning authority. Consider more resilient alternatives if species failing due to conditions/climate change.	As required		✓

Note: Key routine operations are listed in this table as required during both the defects and long term maintenance indicating when they should be undertaken throughout the year. Note that the table should be used as a guide only. It does not include every specific operation but all checking and intermittent maintenance actions should occur during the routine maintenance visits. The contractor is responsible for the appearance and condition of the landscape areas and should be prepared to undertake specific maintenance tasks outside the above periods throughout the year to satisfy management or safety objectives.