
SUPPLEMENTARY PLANNING GUIDANCE

The Adopted 2004 Plan for the Environment, Ealing's Unitary Development Plan, provides the policy context for decisions on planning applications and other proposals concerning development and transport in the London Borough of Ealing.

These policies are clarified and amplified where appropriate by Supplementary Planning Guidance (SPG). This Guidance may bring together planning and other considerations (e.g. Building Regulations, Environmental Health, Transport) which need to be taken into account by people proposing development or affected by development. The guidance can be used in determining planning applications, and it has the legal status of a 'material consideration', which the local planning authority is entitled to take into account in making decisions.

Supplementary Planning Guidance (SPG) continues in force as long as the Unitary Development Plan policy that it supplements is in force. Under the Planning and Compulsory Purchase Act 2004, unitary development plans will be progressively replaced by new Development Plan Documents in a Local Development Framework. The local planning authority may choose to produce Supplementary Planning Documents (SPD) to supplement development plan policies in the Local Development Framework.

SPG 9

TREES AND DEVELOPMENT GUIDELINES

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Foreword

Ealing Council's Tree Service's Supplementary Guidance 'Trees and Development Guidelines' (SPG 9) is intended to provide a comprehensive guide to the planning system as it relates to trees.

Recent advances in arboriculture have stressed the need for a more organised, systematic and co-ordinated approach to ensure the effective integration of trees within the design of a new development.

Trees are a significant and highly visual component within the landscape and as public awareness of environmental issues becomes more influential, there is an increasing need to focus attention on trees and their role in providing a more pleasant environment.

Some progress has been made within the industry in developing greater understanding between the different professions involved in the planning and development process. It is still evident however, that in many instances communication could be greatly improved. It is hoped that this document will lead to an improved systematic approach to the retention and planting of trees and make a significant contribution to sustainable development, in line with Ealing Council's Local Agenda 21 Strategy.

This Supplementary Planning Guidance has been prepared to explain the Borough Council's approach to tree and development issues covered by Development Control Policy 4.5, 'Landscaping, Tree Protection and Planting', in Ealing Council's Adopted 2004 Plan for the Environment.

Introduction

Purpose of the Guide

The purpose of this guide is to provide information to applicants, developers, landowners, agents, architects, planning consultants, landscape architects, arboriculturists and contractors, on the standards that Ealing Council will expect from new development proposals. The guide seeks to ensure that trees are afforded due consideration in the planning process so that they can be effectively integrated into new developments.

Influences over Local Authority Policies and actions

While local authorities are ultimately responsible for looking after trees in their area, their role is, in reality, largely controlled and determined by outside influences.

Day-to-day management and practice is also increasingly influenced and modified by a growing body of: -

- Legislation;
- Legal opinion;
- Precedents set by the outcome of an increasing number of court cases and decisions arising from insurance claims against Councils, concerning street trees;
- Current Government advice and guidance (including Planning Policy Guidance Notes);
- Other (non-legislative) advice;
- Various codes of practice and good practice manuals that increase the responsibilities, demands, pressures and expectations on local authorities to manage and care for trees in particular ways.

Local authority powers and responsibilities, duties and obligations to manage and care for trees are provided and governed by Common Law obligations and a wide-ranging body of legislation and British Standards documents which, collectively, dictate the way they do it. These include:-

- Acts of Parliament:
 - Town and Country Planning Act 1990
 - Planning and Compulsory Purchase Act 2004
 - Planning (Listed Buildings and Conservation Areas) Act 1990
 - Planning and Compensation Act 1991

- Health and Safety at Work Act 1994
- The Highways Act 1980
- Local Government Act 1972
- Local Government (Miscellaneous Provisions) Act 1976
- London Squares Act 1931
- Forestry Act 1967 (Does not cover inner London)
- Plant Health Act 1967
- Circulars and Regulations:
 - Circular 36/1978: Trees and Forestry
 - Circular 11/1995: Use of Conditions in Planning Permissions
 - Town and Country Planning (Development Plans) Regulations 1991
 - Town and Country Planning (Trees) Regulations 1999
 - Circular 90/1973: Inspection, Maintenance and Planting of Roadside on Rural Roads
 - Circular Roads 52/1975: Inspection of Highway Trees

The Importance of Trees

Trees are of vital importance to the landscape and are widely appreciated for enhancing the rural and urban environment. They make a positive contribution to the scenic character and diversity of the landscape, and provide vital habitat for dependant wildlife populations. The retention of trees within new developments provides an immediate sense of maturity, to the benefit of a site and its surroundings, raising the overall quality of schemes and enhancing property values.

Where trees are damaged and subsequently decline and die, or where inappropriate design leads to conflict, trees become a constant source of complaint and ultimately, any positive benefits are lost.

Current Status of Trees in Ealing

- There are approximately 23,500 street trees in the Borough.
- There are approximately 340 Council-owned housing estates in the Borough containing significant numbers of trees.
- There are approximately 14,000 trees (excluding those in woodlands and hedgerows) in 109 parks and open spaces in the Borough.
- There are 26 Conservation Areas in the Borough.
- There are approximately 600 Tree Preservation Orders in operation.
- There are many thousands of trees growing in private gardens.

- There are many more trees on private open space such as railway embankments and transport routes

The great storm of October 1987 resulted in the loss of approximately 4,000 trees in the Borough. Of these, approximately 50% were lost from the Borough's parks and open spaces, whilst many more were damaged. The replanting programme for parks, using Central Government and the Countryside Commission funding (from Task Force Trees), provided more trees than had been lost.

However, in many parts of the Borough existing trees and other landscape features still need to be supplemented by new planting, in order to create a more attractive local environment. This is particularly true along residential streets, within amenity open spaces on housing estates, and in some cases, in school grounds.

Some of the main species of tree found in Ealing are: - London Plane, Sycamore, Horse chestnut, Lime, Ash, Cherry, Poplar and Oak. Many of these are large, mature trees and together with many of the other smaller species of tree found in the Borough (including fruit trees in gardens) they make a valuable contribution to the urban environment and provide important habitats for a wide range of birds, animals and insects.

Mature trees take many years to grow to their full size and are a valuable asset that should be preserved wherever possible. People value a potentially lost resource. This is reflected in the public concern which often accompanies the loss of any mature trees, that are an important feature of the local scene and that are important to local people - as witnessed by the displays of public emotion at the loss of trees, in the immediate aftermath of the great storm of October 1987 and by the campaigns, by local communities, to save trees threatened by development schemes (where the proposed felling of "sensitive" trees becomes an issue).

The National Urban Forestry Unit (NUFU) have argued that there is a need to care more effectively for all the trees and woodlands that make up the urban forest, both now and in the future.

Similarly, the Cobham/London Tree Forum report (1996, p.3) suggested that if London is to remain as one of the world's foremost capital cities, trees must maintain and in some areas, increase the contribution that they make to the character and attractiveness of the city and to the quality of people's lives.

The report pointed out that the importance of trees and woodlands in London as a whole, is becoming increasingly recognised, and highlights the fact that decisions made today will shape the appearance of London tomorrow and well into the future.

Finally, the report highlighted the fact that in order to realise the full potential benefit from trees and maximise the contribution that they make to urban

areas, it is essential to plan in a co-ordinated way, for their management in the long term.

Legislative and Planning Policy Context

The Town and Country Planning Act 1990 (section 197) recognises the importance of trees and charges Local Planning Authorities with a specific 'duty':

'to ensure, whenever it is appropriate that, in granting planning permission for any development, adequate provision is made by the imposition of conditions for the preservation and planting of trees' and 'to make such (Tree Preservation) Orders..... as appear to the Authority to be necessary in connection with the grant of such planning permission whether for giving effect to such conditions or otherwise'.

The Town and Country Planning Act 1990 recognises the importance of Development Plan Policies. **Section 70(2)** of the Act states:

'In dealing with such a (planning) application, the Authority shall have regard to the provisions of the Development Plan, so far as material to the application, and to any other material considerations'.

Section 54A adds:

'Where in making any determination under the Planning Acts regard is to be had to the Development Plan, the determination shall be made in accordance with the Plan, unless material considerations indicate otherwise.'

Please note: references to the 1990 Act will be progressively updated as Commencement Orders are issued for the 2004 Planning and Compulsory Purchase Act.

Government guidance in the form of **'Tree Preservation Orders, A Guide to the Law and Good Practice (March 2000)'** requires that:

'Local Planning Authorities must include in their Plans land use and development policies designed to secure the conservation of the natural beauty and amenity of the land.'

and adds that:

'... (Development Plans) should include policies on the measures that the LPA will take when dealing with applications to develop land, to protect trees and other natural features, and provide for new planting and landscaping.'

Ealing Council's Adopted 2004 Plan for the Environment (UDP) contains a range of tree and landscape related policies (refer to Appendix 1 for further details).

The Hedgerow Regulations 1997 (SI 1997/1160), implemented under **Section 97 of The Environment Act 1995**, require Local Planning Authorities, in determining planning applications, to consider the effects of proposed developments on hedgerows.

Planning Policy Statements (PPS) and Planning Policy Guidance Notes (PPGs) are released by the Government from time to time to guide the planning process at Local Authority level. PPS1 Delivering Sustainable Development now replaces PPG1 General Policy and Principles (February 1997).

- PPS1 sets out the overarching planning policies on the delivery of sustainable development by 'protecting and enhancing the environment' through the planning system.

- PPG1 General Policy and Principles adds:

'As the appearance and treatment of the space around buildings is often of comparable importance to the design of the buildings themselves, landscape design should be considered as an integral part of urban design.'

- PPG3, Housing (March 2000) states that:

'Landscaping should be an integral part of new development and opportunities should be taken for the retention of existing trees and shrubs, and for new plantings.'

- PPG15, 'Planning and the Historic Environment' advises Planning Authorities to:

'pay special attention to the desirability of preserving or enhancing the character or appearance of any Conservation Area, in exercising their Development Control functions'.

PPG's 6, 9, 12, 13, 17, 21, 22, 23 and 24 (and PPS's 6 & 12) also recognise the important contribution of trees, woodlands and urban forestry.

Local Planning Authority's Aims and Objectives in respect of trees

Ealing Council's general aims are to continue to promote the benefits of trees throughout the Borough, to encourage sustainable management of the Borough's trees and to enhance the levels and quality of tree cover by the use of its planning powers, and through negotiations. The Council is devoting increased efforts into ensuring that development proposals provide positive environmental benefits.

The Council will take account of current UDP policies, of relevant Supplementary Planning Guidance and of all current legislation, Government advice and recommendations. Planning permission will not normally be granted for:

- Developments which directly or indirectly threaten trees or woodlands of significant amenity value.
- Developments which have inadequate or inappropriate landscape proposals that fail to provide measures to conserve, or where appropriate, enhance the character of the landscape.
- Developments which directly or indirectly threaten 'important' hedgerows (Hedgerow Regulations 1997).

NOTES:

Tree Preservation Orders will be used to protect trees and woodlands where it is considered to be 'expedient in the interests of amenity; the benefit may be present or future and trees may be worthy of preservation for their intrinsic beauty or for their contribution to the landscape or because they serve to screen an eyesore or future development. The value of trees may be enhanced by their scarcity, wildlife value or local heritage.'

The value of trees and woodlands will be assessed by a range of techniques and methods available including reference to the Council's Policy Document, 'Amenity Evaluation Checklist' (2003).

Method of Approach

The following guidelines set out the procedures and design criteria necessary to ensure the successful integration of existing trees and the planting of new trees into developments. Compliance with its contents will ensure that sufficient information is submitted to enable the Council to determine in advance, the full long term effects of any new development.

The format has been set out to follow the logical sequence by which development matters are generally processed; i.e.

1. Surveying the site;
2. Planning the form of the development;
3. Applying for planning permission;
4. Implementation.

Where the procedures set out in this document are followed, the speed of the decision making process will usually be improved. The Council will seek to determine all planning applications within the statutory 8 week period.

Current Government guidance specifically encourages pre-application discussion with the Local Planning Authority. The Council's Tree Service is available to provide advice on a wide range of arboricultural and landscape issues. Cooperation between the Council and the Developer will help resolve any potential conflicts.

1. Surveying the Site

Existing trees on development sites are particularly vulnerable to damage during the construction process.

Careful planning is essential to achieve a functionally effective, sympathetic development, whilst at the same time ensuring the long term retention of trees. The basic starting point in producing a successful design is the gathering of information, particularly data obtained from carrying out a thorough and comprehensive site survey.

a) General Site Survey Information (Land Surveys)

Land surveys should show all existing features in and around the site, detailing the accurate locations of all vegetation, structures, old buildings, watercourses, ponds, ditches, services, service runs, roads, driveways, walls and any areas of nature conservation interest.

A detailed levels survey would normally be incorporated showing existing contours or spot heights throughout the site.

Land surveys will be expected to meet the requirements of:

- **Section 5 of the British Standard BS5837 (1991)** Guide for Trees in Relation to Construction;

and should follow the standard drawing convention within:

- **British Standard BS1192 Part 4 (1984)**, Recommendations for Landscape Drawings.

It is suggested that plans be drawn at a minimum scale of 1:200 and be accurate to within 0.5 metres. Where appropriate, large complex areas should be broken down into manageable sections.

b) Tree Surveys

Many planning applications involve development proposals on sites which contain, or are in close proximity to trees.

Where developments are likely to affect existing trees, the Council will normally require the submission of a detailed Tree Survey, drawn up in conjunction with the **Land Survey**. An accurate land survey should be used in the preparation of a Tree Survey.

Tree Surveys should plot the accurate locations of all existing trees, shrubs and hedges, including those on adjacent land which may be affected by the

development, and should detail the following information in plan or tabular form:-

- The species, height, trunk diameter (measured at 1.5m above ground level) and the accurate canopy spread of each tree. (Plans must define actual crown spreads rather than using illustrative circles).
- The condition and vigour of each tree including details of any relevant defects and any necessary, or proposed remedial works.
- An estimation of the age of each tree, together with an assessment of future life expectancy and potential for future growth.
- The current and potential future amenity value of the trees.
- The “desirability for retention” of each tree, or group of trees, designated as per the detailed requirements of British Standard BS5837 (1991) Section 5.2.2.
- The suitability of each tree within the context of the proposed land-use for the site (residential, industrial, etc.).
- A clear indication of which trees are to be retained, and those which are proposed for removal.

NOTES:

Surveys should be prepared with professionally qualified Arboricultural input and should be available before any detailed design decisions are made in relation to the development proposals.

Where hedgerows or lengths of hedgerow are to be removed to facilitate developments, sufficient information should be submitted to allow the Local Planning Authority to:

- i) *assess whether the proposed removals fall within the scope of the **Hedgerow Regulations 1997**.*
- ii) *assess whether the hedgerows to be removed are ‘important’ by virtue of the **Hedgerow Regulations 1997**.*

Where development proposals adjoin woodland, normally only the woodland edge trees will need surveying. Where development is proposed within a woodland, all the trees will need to be surveyed.

Trees on some sites may form the basis of locally important wildlife habitats or enhance other adjoining valuable habitats. In such cases, qualified ecological advice should be obtained and where appropriate, an evaluation report added to the survey information.

2. Planning the Form of the Development

a) Brief to Developers

Developers should anticipate the need to accommodate trees within a development, whether through the retention of existing trees, tree planting directly, or through the provision of sufficient private space for future occupiers to carry out their own planting. Due deliberation should be given to the requirements of trees by all members of the multi-disciplinary development team throughout the design stages. Developers are encouraged to produce layouts or development site master plans for discussion, prior to the submission of details at the application stages. Such plans should be prepared with professionally qualified arboricultural and landscape design input.

In general, site layouts will be expected to:-

- Provide for the retention of as much of the existing tree cover as is practicable. The allocation of space for trees must be assessed in terms of the overall landscape of the area: continuity and long-term sustainability of tree cover are important criteria to be considered.
- Make adequate provision for the long term retention of trees, groups of trees or areas of woodland which are identified as having significant current or potential future amenity value.

British Standard (BS) 5837:1991 recommends that:

'preference should be given to retaining the high and moderate category trees.'

- Include sufficient information to allow for a full, detailed assessment of the short and long-term arboricultural and landscape implications of the development proposals to be made.
- Provide for the retention of as much of the existing hedgerow cover as is practicable.
- Allow appropriate space for new planting.
- Ensure that where proposals include the felling of existing trees, landscaping schemes make provision for sufficient replacement planting to offset adequately any resulting loss of amenity.
- Ensure the long-term retention of all 'Important Hedgerows' (**Hedgerow Regulations 1997**).
- Allow appropriate space for new planting.

- Ensure that where proposals include the felling of existing trees, landscaping schemes make provision for sufficient replacement planting to offset adequately any resulting loss of amenity.
- Include sufficient information to allow for a full, detailed assessment of the short and long-term arboricultural and landscape implications of the development proposals to be made.

b) Layout Design Criteria:

i) Existing Trees (avoiding direct damage)

The layout of any development should be designed with detailed reference to the general Site Survey and the Tree Survey.

Consideration should be given to ensuring that trees and hedges which have been identified for retention are not directly or indirectly damaged by the proposed works.

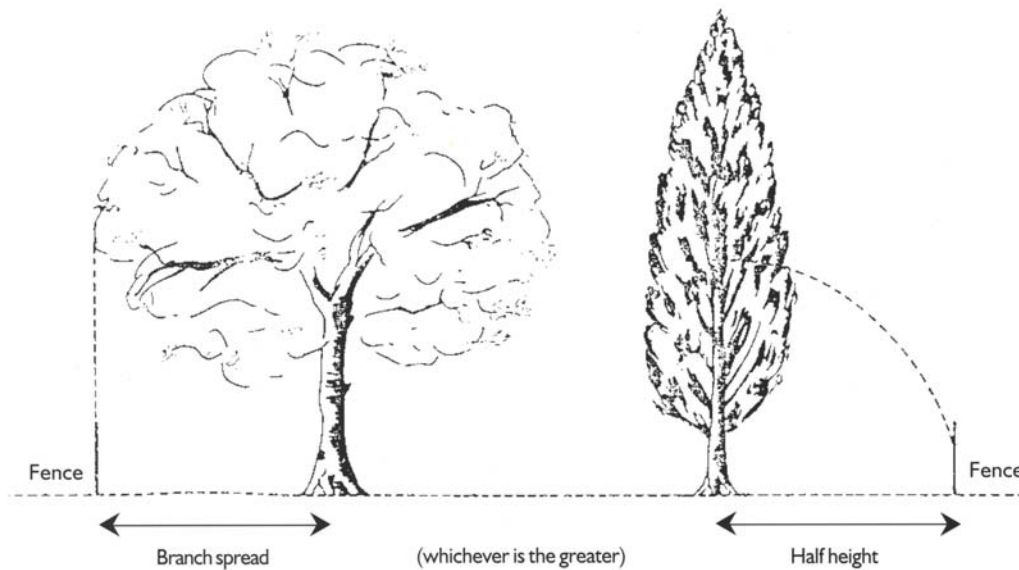
A minimum area around each tree, or group of trees and hedges, should be identified by reference to the Tree Survey data, and to Table 1 and Figure 2 of **British Standard BS 5837 (1991)**.

Table 1 – Protection of trees: minimum distances for protective fencing around trees			
Tree age	Tree vigour	Trunk diameter mm	Minimum distance m
Young trees (age less than one third life expectancy)	Normal vigour	<200	2.0
		200 to 400	3.0
		>400	4.0
Young trees	Low vigour	<200	3.0
		200 to 400	4.5
		>400	6.0
Middle age trees(one third to two thirds life expectancy)	Normal vigour	<250	3.0
		250 to 500	4.5
		>500	6.0
Middle age trees	Low vigour	<250	5.0
		250 to 500	7.5
		>500	10.00
Mature trees	Normal vigour	<350	4.0
		350 to 750	6.0
		>750	8.0
Mature trees and overmature trees	Low vigour	<350	6.0
		350 to 750	9.0
		>750	12.0

Note 1: It should be emphasised that this table relates to the distances from centre of tree to protective fencing. Other considerations, particularly the need to provide adequate space around the tree including allowances for future growth and also working space will usually indicate that structures should be further away.

Note 2: With appropriate precautions, temporary site works can occur within the protected area, eg for access or scaffolding.

Figure 2 - Alternative location for protective fencing



These areas, to be referred to as the 'exclusion zones', will be expected to remain undisturbed for the duration of the development. Site layouts should therefore be designed to avoid any construction works within the identified exclusion zones and should make adequate provision for sufficient working space. The Council will consider whether it is likely to be practicable to maintain adequate physical protection around such areas throughout the construction period.

Where development proposals include construction works within the identified exclusion zones, or where it is felt that a site cannot accommodate all of the operations associated with the implementation of a proposed development, without the need to intrude into the exclusion zones, the Council may request the submission of detailed construction specifications and method statements, in order to determine the likely effects of such works on the long term health and structural stability of the trees.

Where proposed works within identified exclusion zones are likely to require Building Regulations or Highway Authority approval, applicants will be expected to consult with, and seek approval from the Council's Building Control Section or the appropriate Highway Authority, prior to submission of an application. The Council will normally expect full details of all such works to be submitted in support of an application, and is unlikely to agree to conditional approval.

Where 'minimal dig' or 'no-dig' engineering treatments, using geotextiles and/or cellular confinement systems, are proposed for new areas of hardstanding within defined exclusion zones, the Council may request the submission of detailed construction specifications and method statements, in

support of the planning application, and is unlikely to agree to conditional approval.

Where such proposals are deemed acceptable, the Council will expect provision to be made for qualified arboricultural supervision of all works within the agreed exclusion zones.

The long-term implications of any construction work within the exclusion zones should also be carefully assessed in relation to Table 2 of BS 5837 (1991). New structures, drains, services, walls, paths, driveways and areas of hardstanding should be sited or designed so as to avoid direct damage from future growth of the bole and main structural roots of retained trees.

Table 2 – Minimum distance (metres) between structure and centre of trunk of young trees or position of new planting, to avoid direct damage to a structure (including foundations) from future growth of the base of the trunk and roots.			
Type of structure	Mature height of trees in metres		
	Up to 8m	8-15m	Over 15m
Building and heavily loaded structures Lightly loaded structures such as single storey timber-framed buildings, garages, porches etc	-	0.5 0.7	1.2 1.5
Drains and underground services Less than 1m deep More than 1m deep	0.5 -	1.5 1.0	3.0 2.0
Masonry boundary wall	-	1.0 a 0.5 b	2.0 a 1.0 b
In situ paths and drives	0.5 a -	0.5 a 1.0 b	1.0 a 2.5 b
Paths and drives with flexible surfaces, such as asphalt, shale or paving slabs	0.7 -	1.5 a 0.5 b	3.0 a 1.0 b
a – These distances will generally avoid virtually all direct damage. b – These distances assume that some movement and minor damage which may be tolerated might occur. Note 1: Constructing too close to existing trees can damage them, render them dangerous or kill them. Note 2: Trunk and branches may also affect the structure. Note 3: Special precautions may be needed on clay soils. Note 4: This table provides guidance on the acceptable proximity of young trees or new planting to allow for future growth. The table should not be taken to imply that construction work can occur at the specified distances from existing trees, as such work might damage the tree, or render it dangerous, but refers to the potential for future growth, either of a young tree or of planting occurring subsequent to construction.			

NOTES:

The provision in Section 7.5.5 of British Standard BS 5837 (1991), for a reduction of the exclusion zone by up to one third on one side, will only apply in certain specific circumstances, and should not be taken as a generalisation which is applicable ‘across the board’. There will, therefore, be a presumption against such reductions, which will only be considered when accompanied by a detailed justification, based on accepted arboricultural principles.

Where proposed construction works are deemed likely to compromise the structural stability or long term health of trees and hedges, which are not subject to any legal controls, and are situated outside the site, applicants will be expected to liaise with the respective landowners. Removal of or damage to such trees may require the prior consent of the owner. Where such consultation has not taken place, the Council in exercising its legal ‘duty of care’, will advise adjacent landowners of any potential harmful impact of the development proposals on their trees, as part of the planning application consultation process.

Foundation and/or superstructure designs should take account of:

- **British Standard BS8004 (1986)**, Code of Practice for Foundations and:
- **The National House Building Council (NHBC) Standards**, Chapter 4.2, Building near Trees.

ii) Existing Trees (avoiding future conflict)

Tree Preservation Orders: A Guide to the Law and Good Practice (March 2000) advises:

'Incoming occupiers of properties will want trees to be in harmony with their surroundings without casting excessive shade, or otherwise unreasonably interfering with their prospects of reasonably enjoying their property. Layouts may require careful adjustment to prevent trees which are to remain from causing unreasonable inconvenience to future occupiers, leading inevitably to requests for consent to fell'.

Development layouts, even if not affecting trees directly, may not be acceptable if they would result in undue pressures, in the short or long term, for felling or excessive pruning of important trees.

Site layouts which merely avoid the exclusion zones may not, therefore, necessarily be adequate. Other factors must be taken into account in ensuring that trees which are to remain can reasonably be retained to maturity, thereby providing maximum amenity benefits with minimum maintenance requirements. In considering the juxtaposition of trees and buildings, site layout designs will be expected to ensure that trees which are to remain are given adequate space including sufficient allowance for future growth, without the need for excessive or unreasonable pruning.

The predicted mature height, branch spread and crown form of individual trees should be assessed in conjunction with site factors such as aspect, topography, soil conditions and exposure. (The ultimate mature size of any individual tree will be dependant on site specifics and a qualified assessment should be sought).

Site layouts must ensure that trees at maturity will not dominate buildings, inevitably leading to concerns about safety and ultimately to requests to fell or heavily prune.

Site layouts must ensure that trees will not cause unreasonable obstruction of direct sunlight, or daylight to properties. Factors requiring detailed deliberation include: individual species characteristics; potential for future growth; garden size and layout; the aspect of the tree from the building; building to tree clearances; building orientation; and the positioning and size of windows, especially in habitable rooms. Accurate assessments can be made using site cross-section drawings in conjunction with Burnett Solar Diagrams.

NOTES:

Site layouts should ensure that garden areas are of adequate size, are large enough to enable normal domestic use and can reasonably accommodate the trees, including allowance for future growth. Garden areas should normally be sufficient to allow reasonable extension of the main dwelling and other permitted development rights without reducing the amount of usable garden space to unacceptable levels.

*Site layouts must ensure that due consideration is given to the pruning requirements of retained trees, (full details should be included in the Tree Survey). Where pruning regimes, present or future, are recommended as a way of reducing the adverse effects of trees on a development, the Council will carefully assess whether such proposals are consistent with prudent arboricultural management, are likely to meet the suggested long term objectives and whether they are reasonable, enforceable and can practically be implemented. All tree works will be expected to comply with current arboricultural best practice, and meet the requirements of **British Standard BS3998 (1989) Recommendations for Tree Work**.*

NOTES:

DETR Publication '**Tree Preservation Orders, A Guide to the Law and Good Practice**', March 2000 Para 3.15

'Use of Woodland Classification is unlikely to be appropriate in gardens.' There will be a presumption against the inclusion of existing woodland (including woodland protected by a Tree Preservation Order) within proposed residential curtilages.

iii) Site Access and Services

The provision of permanent and temporary site access is an important part of the layout design stages, and full detail will normally be required in support of any planning application.

For safety reasons, site access layouts and visibility splay clearances may require the removal or pruning of trees and hedges. Where there is such a likelihood, applicants will be expected to liaise with the appropriate Highway Authority, and seek clear guidance of their requirements, prior to submission of an application.

In general, permanent and temporary site access designs will be expected to minimise tree and hedgerow removals, and ensure the long term retention of all important trees and hedges.

The need to make provision for temporary site access must be given due consideration. Sites may require temporary access for long or wide loads and provision may be required for unusually high vehicles or plant. The need to provide adequate operational space within the site, for specialised heavy plant (including cranes and piling rigs) must also be considered. Any resulting short and long term implications for trees and hedges which are to remain must be carefully assessed, and full detail submitted as a part of any planning application.

Drainage and service layouts must be designed in such a way as to allow for installation and future maintenance without adversely affecting trees and their root systems. The provision of common service trenches may help to minimise potential conflicts.

Full details of service layouts should be submitted with any planning application. Service layout planning and installation should be carried out in accordance with the requirements of The National Joint Utilities Group (NJUG) Publication No 10. Guidelines for the Planning, Installation and Maintenance of Utility Services in Proximity to Trees.

iv) Tree Planting (general principles)

Tree Preservation Orders: A Guide to the Law and Good Practice (March 2000) states:-

'Tree planting provides for the future amenity of a site and its surroundings, supplements existing tree cover or enhances areas where tree cover is sparse'.

The aim of this section is to provide the necessary guidance to ensure that new tree planting on development sites contributes to the creation of a high level of amenity, and an attractive environment, and relates to the character of a site and its surrounds.

- Tree planting should be recognised from the outset as an integral part of any development scheme and should be purposefully designed to complement the proposed features of the development, and those existing features intended for retention. On sites which have no trees whatsoever, it is especially important to plan for the planting of trees as part of the development.
- Tree planting will be expected to contribute, on an effective scale, to the conservation or enhancement of the landscape, providing an overall environmental benefit in terms of public amenity and nature conservation.
- Tree planting schemes should be appropriate for the intended use of the development and will be expected to contribute to the establishment of a well-structured framework of diverse ages, sizes and species with the potential to be managed constructively over decades or even centuries.
- Developers should recognise the functional role of tree planting in enhancing the physical characteristics of a development through providing shelter, screening, enclosure, softening the harsh outline of buildings, defining space or directing routes and views, or simply in 'lending enchantment' to the visual amenity of an area.

- Particular attention should be given to the use of tree planting in enhancing public areas within developments and views into sites from surrounding public viewpoints.
- In locations where nature conservation objectives are recognised, planting schemes will be expected to maximise the benefits to wildlife, through the use of a range of native trees and shrubs suited to the ecology of the locality. Due consideration should be given to layout configuration, planting density, choice of species, species mixes, proportions and edge characteristics. Such schemes should always be prepared with input in the form of professionally qualified ecological advice.

v) Tree Planting (avoiding future conflict)

Tree Preservation Orders: A Guide to the Law and Good Practice (March 2000) states:-

'Landscaping should be designed to complement the development, without reducing the occupants' enjoyment, so reasonable daylighting and other requirements should be observed.... the likely future growth of trees in relation to the development should be given due consideration.'

Tree planting should aim to make the optimum long term use of allocated space without causing unreasonable future inconvenience to occupiers.

In order to ensure that new trees do not interfere with buildings to such an extent that unsightly, heavy pruning or removal becomes necessary, the following factors will require attention:-

- There should be careful choice of species and siting to ensure maximum long term amenity benefits and minimum future conflict.
- Decisions regarding species and siting should be taken based on an assessment of the potential dimensions and growth habit at maturity, which will give an indication of whether future pruning requirements are likely to be acceptable.
- Careful siting of new trees with reference to Table 2 of British Standard BS5837 (1991), page 15, will ensure that future root damage to structures, drains, services, walls, paths and drives is prevented, or at least kept within acceptable limits.
- The future impact of tree plantings on a site should be assessed in the light of the Layout Design Criteria (avoiding future conflict) detailed on page 16 of this guidance.
- The inclusion of professional Arboricultural input into the landscape design stages is recommended, whenever new tree planting is proposed.

3. Applying for Planning Permission

Information Required

Tree Preservation Orders: A Guide to the Law and Good Practice (March 2000) states:

'..... applicants should ensure that applications are properly presented, containing all the information needed for a decision, and they should provide additional information promptly when reasonably requested.'

It is essential that all relevant information pertaining to the assessment of trees and landscaping on a site is submitted with the planning application.

Where a development is likely to affect existing trees, on or adjacent to a site, the applicant will be expected to give due regard to the full range of construction related activities with potential to cause damage to trees, and will be expected to forward all the relevant detail necessary for the Council to make an accurate assessment of the short and long term arboricultural implications of the proposals.

Where the Council feels that insufficient detail has been forwarded in support of any application, the following supplementary information is required, prior to determination -

- Land/tree survey (including tree maintenance programme);
- An arboricultural implication study;
- Tree protection measures;
- Detailed hedgerow survey;
- Full levels survey (which should include existing and proposed spot levels at tree bases and around crown extremities. Cross sectional diagrams may be required in certain cases);
- Drainage detail;
- Detailed service layouts;
- Soft and hard landscaping treatments;
- Permanent/temporary access arrangements;
- Construction specifications and related method statements;
- Detailed internal layouts of properties, including slab levels.

NOTES:

Permitted development (Town and Country Planning General Development Order 1988. Statutory Instruments 1988, No 1813) which affects protected trees or hedgerows, may still require a formal application for consent under the Tree Preservation Order, Conservation Area or Hedgerow legislation. The Council's Officers are available to provide detailed, technical advice on such matters, and it is advisable to discuss Permitted Development proposals with them, prior to the commencement of any works.

4. Implementation

a) Tree Works

This section refers to any tree felling, transplanting or tree surgery works, recommended as part of the Tree Survey, which may be necessary prior to or during implementation of an approved planning permission, or which may be required upon completion.

All tree work Schedules (along with Specifications) should be detailed, precise and accurate, be drawn up in accordance with current arboricultural best practice and with the requirements of British Standard BS3998 (1989) Recommendations for Tree Work and should contain sufficient levels of detail for an accurate assessment of the full implications of the proposals to be made.

Tree Surveys and Tree Work Schedules submitted in support of planning applications must be clearly annotated as being for 'Information Only' and 'Not for the purposes of Planning Control'.

Planning conditions may be used to ensure that Tree Work Schedules are approved by the Council, prior to implementation. Additionally, in some cases a full Woodland Management Plan and related Method/Statement may be required to be submitted for approval.

The Council expects all Tree Work operations to be carried out to the highest standards and will apply planning conditions and use Tree Preservation Orders where necessary, in order to ensure that such standards are maintained.

The development of any site will not be considered complete until all retained trees have been re-inspected by a qualified Arboriculturalist, and any remedial works recommended have been completed.

The Council recommends the use of qualified Arboriculturists, with appropriate levels of expertise, qualifications and insurance cover, and promotes the use of Arboricultural Association approved Consultants and Contractors. Contact details are available in the Appendix 5.

b) Tree Protection Measures

Trees on development sites are particularly vulnerable to disruption during the construction process, and damage is often irreparable leading to decline and death. Tree root systems are especially sensitive to construction damage. Such damage is not usually deliberate and is more often than not due to a lack of understanding of how easily trees can be harmed by nearby activities.

Some important facts about trees and their root systems:-

- Trees do not normally have 'tap roots' but a mass of rapidly subdivided fibrous roots, normally extending well beyond the edge of the outermost branches.
- Most of a tree's roots are within the top 600mm - 750 mm of the soil surface where the levels of moisture, oxygen and nutrients necessary for survival are found.
- The health of a tree's root system is vital to its long term well being, and clay soils in the Ealing area are particularly susceptible to compaction damage by even moderate passage of plant and machinery, with the worst possible damage being done in the winter period. This can damage or kill the fine roots, or can alter the balance of moisture, oxygen and nutrients within the rooting zone, affecting the whole tree.
- Damage or severance of main structural roots, as well as killing off the distal portions of the fine root system may also affect a tree's stability, rendering it dangerous.
- The fine, fibrous root system is equally important in terms of structural stability. The mass of soil particles bound together by the fibrous roots, creates a structural counter balance to the above ground portions of a tree. Structural stability may also be impaired by excavation within the rooting zone, even where major roots have not be severed.

Potentially damaging operations include:-

- Excavation within the rooting zone.
- Raising or lowering of ground levels.
- Compaction of the soil by construction works, by site machinery or vehicles, and by the storage of materials and debris.
- The dumping or spillage of toxic materials.
- The installation of impermeable surfacing.
- Direct damage to trunks and branches by construction vehicles.

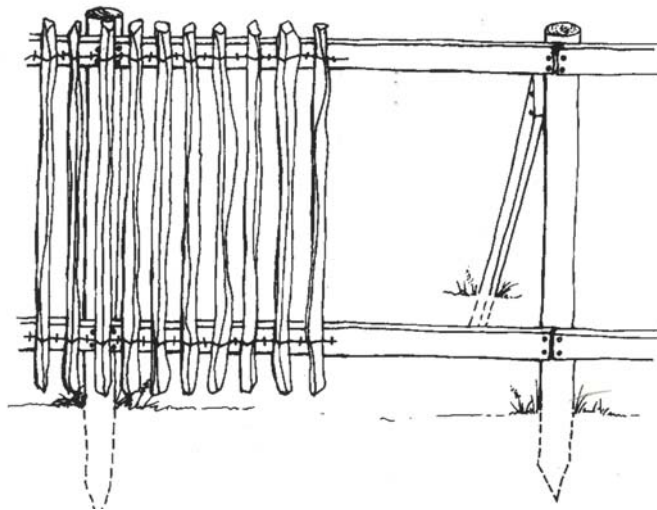
- Fires built closer than 20 metres from the base of any tree.

The Council will normally require a detailed Tree Protection Scheme to be submitted for approval, which will be expected to make provision for the retention and protection of trees, shrubs and hedges growing on or adjacent to the site. The submission of a Tree Protection Scheme in the form of a detailed, accurate, scale plan, in support of a planning application, is preferable on all sites.

Tree Protection Schemes will be expected to address the following issues:-

- Protective fencing should be positioned so as to enclose as large an area around each tree, group of trees and hedgerows as is practicable, and must contain at least the area of the exclusion zone previously identified by reference to Table 1 or Figure 2 of **BS5837 (1991)** and the Tree Survey.
- The type of protective fencing should be appropriate for the degree of construction activity. (A number of suggested protective fencing construction specifications are detailed in the following sections).
- The positioning of protective fencing must ensure that the development can be implemented without intruding into the exclusion zones.

1.2m Chestnut Paling



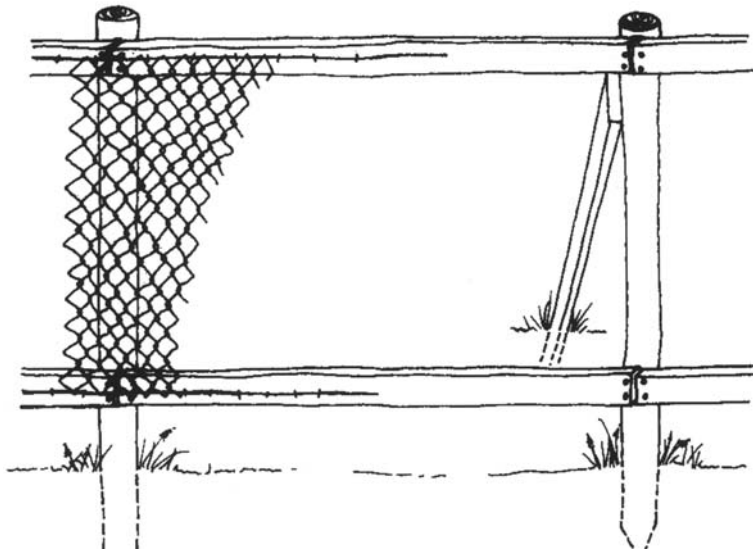
Key:

Posts: Scaffold poles, 1.8m high at 2m spacings, securely driven in by 1.0m.

Top & Bottom Rails: Scaffold poles affixed to scaffold uprights.

Support Struts: Scaffold poles, securely fixed to uprights at every third post, and at each corner or change of direction at an angle of 45 degrees.

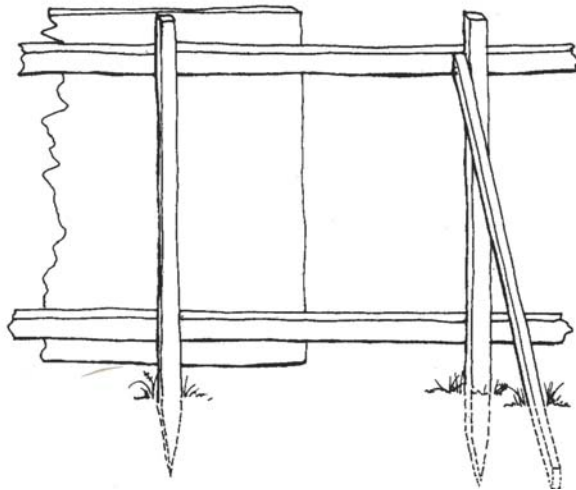
1.2m High Chain Link



Key:

As per Chestnut Paling but chain link: 1.2m high chain link (in accordance with **BS1722: Part 1**) securely affixed to scaffold pole framework.

2.4m Close Board



Key:

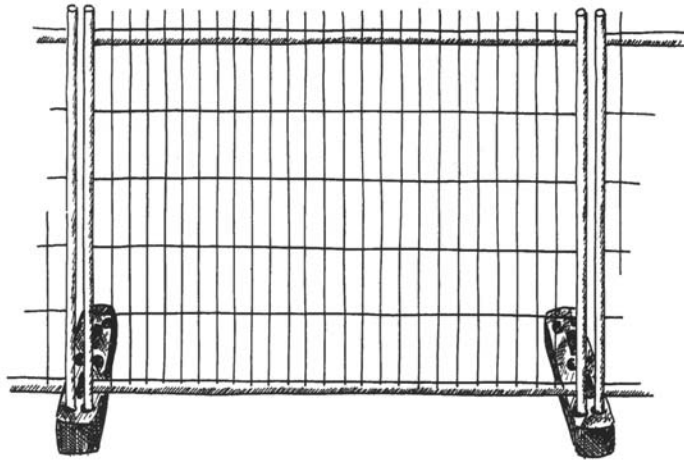
Posts: Frame-work as per 'Chestnut Paling' but dimensions: 100mm x 100mm x 3.5m driven in to 1m depth at 2.5m spacings.

Top & Bottom Rails: Scaffold.

Support Struts: Scaffold.

Plyboard: 2.4m high, min 20mm thick plyboard, securely affixed scaffold frame.

2.1m “Heras”



Key:

- 2.1m high weldmesh “Heras” fencing
- Individual panels butted together and fixed with 3no clamps to each joint.
- The base of the fence panels supported in a concrete or rubber base (as supplied with the fence panels). The base pinned to the ground by a 0.7m length of scaffold tube, driven not less than 0.45m into the ground. A 0.2m length of scaffold tube fixed to form a ‘T’ to the top of the vertical tube, preventing movement of the base.
- No fixing made to any tree, and all possible precautions taken to prevent damage to tree roots when locating posts.
- Scaffold frame work driven in to the ground. As per Chestnut Paling.

British Standard BS5837 (1991) provides clear guidance on the implementation of tree protection schemes, and the Council expects the contents of this document to be complied with. Planning conditions and/or legal agreements will normally be used to ensure that:-

- The protective fencing is erected prior to the commencement of any construction works on the site, (including demolition and preparatory site clearance).
- No development or other operations take place until all preparatory works required by the Tree Protection Scheme are in place.
- All subsequent development operations are carried out in accordance with the approved scheme.
- No development operation or construction activity which could potentially cause damage to trees or hedges is permitted within any area designated in the approved scheme as being fenced off or otherwise protected.

- The protective fencing is retained intact for the full duration of the development, and is not re-positioned or removed without the prior written approval of the Local Planning Authority.

c) Method Statements

On sites where trees are felt to be particularly vulnerable to damage, and where additional safeguards are felt necessary, a planning condition requiring the submission and approval of a detailed Method Statement for Arboricultural Works may be attached to the planning approval. Arboricultural Method Statements will be expected to address the following:

- Timing and phasing of all arboricultural works in relation to the proposed development.
- Implementation, monitoring, supervision and maintenance of the Tree Protection Scheme.
- Implementation, monitoring and supervision of the approved Tree Work Schedule.
- Implementation, monitoring and supervision of any approved development works or construction activities within the defined exclusion zones.
- Provision for regular monitoring of ongoing development operations to ensure full compliance with the approved Tree Protection Scheme and Method Statement for the duration of the development.
- The setting up of an agreed framework for maintaining appropriate levels of communication between all involved parties.
- Provision for qualified arboricultural supervision.

NOTES:

Planning conditions and/or legal agreements will be attached to planning permissions to ensure full compliance with the approved Method Statement for Arboricultural Works.

Failure to comply with the terms of the approved Tree Protection Scheme or the approved Method Statement for Arboricultural Works or any other conditions or legal agreements imposed on a planning consent, or any other action which results in the loss of or damage to trees or hedgerows which have been specified for retention, may result in enforcement proceedings, and where appropriate, prosecution under the relevant sections of the:

- ***Town and Country Planning Act 1990; Town and Country Planning (Trees) Regulations 1999 (as amended)***
- ***Town and Country Planning (Trees in Conservation Areas) Regulations 1975 (as amended)***
- ***Hedgerow Regulations 1997***

d) Landscape Schemes

- Planning conditions, and/or legal agreements, will normally be used to ensure that tree planting schemes are planned, implemented and maintained to provide maximum long term environmental benefits.
- The submission of a full, detailed landscaping scheme, in support of a planning application, is preferable on all sites.
- The Council expects sufficient information to be provided, to judge the value of tree planting schemes. Consideration should be given to augmenting proposals with cross-sections, projections or illustrative drawings.
- The minimum levels of information required for new tree planting proposals are as follows:-
 - An accurate, detailed planting plan and schedule.
 - A comprehensive list of species and a stock specification.
 - Detail of planting densities and spacings.
 - Individual locations of all specimen trees and shrubs.
 - Clear indication of existing trees specified for retention and those for removal.
- The long-term aims of a scheme can only be achieved if the landscaping succeeds. The Council will pay particular attention to the practical measures that are proposed as part any scheme, to ensure the successful establishment of new planting.
- Tree planting schemes will, therefore, be expected to include the following provisions:
 - Preparation of the planting environment (including decompaction and drainage) should be at least to the standards set out in **British Standard BS4428 (1989) Code of Practice for General Landscape Operations (excluding hard surfaces)**.
 - All plant material provided will be expected to comply with and be planted in accordance with the requirements of:

British Standards BS3936 Specification for Nursery Stock

BS5236 Cultivation and Planting of Trees in the Advanced Nursery Stock Category

BS4043 (1989) Recommendation for Transplanting Rootballed Trees

BS4428 (1989) Code of Practice for General Landscape Operations (excluding Hard Surfaces), as appropriate.

- Final planting positions for new trees will be expected to take account of the requirements of Table 2 of **BS5837:1991. A Guide for Trees in Relation to Construction** (Page 15).
- The inclusion of a detailed maintenance schedule in accordance with the requirements of:

BS4428 (1989) Code of Practice for General Landscape Operations (excluding Hard Surfaces).

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5. Urban Woodland and the Benefits for Local Air Quality, The Stationery Office, 1996
6. Arboricultural Practice - Present and Future, DETR
7. Principles of Tree Hazard Assessment and Management, 1999.

List of Useful Contacts

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Appendices

Appendix 1 - Development plan policies pertaining to trees and landscaping

Please note that these are the primary tree related policies, but other policies within the UDP may also be relevant.

4.5 Landscaping, Tree protection and Planting

1. The Council will require that a well designed and integrated landscaping scheme, with appropriate longer term maintenance and management will accompany any application. Landscaping schemes should ensure the identification and protection of existing vegetation of value, as well as the planting of new suitable trees and shrubs in appropriate locations.

2. The Council will continue to make Tree Preservation Orders, particularly where trees are likely to be affected by development, and/or where the trees are particularly visible or are:

(i) Large or healthy specimens

(ii) Part of a group which contributes to the character of the area.

3. The Council will seek to enhance small open sites for landscaped sitting areas, children's play areas and tree planting as appropriate; in shopping and district centres, Major Employment Locations, at Employment Sites and in residential areas.

The London Borough of Ealing is characterised by its landscape and green spaces, and therefore the Council considers that the treatment of the space around buildings is often as significant as the design of the buildings themselves. By creating attractive, well integrated and well managed landscapes, it is the area as a whole that will benefit, and not just the building it contains.

Soft landscaping providing for appropriate plants and trees sustains a range of wild life and appears attractive in its own right. Tree planting and plant retention should form part of an integrated landscaping scheme. Such schemes should include ground and shrub cover together with hard surface and paving materials, adequate light, grass verges and continuity of fencing or walling with boundary treatments, which reduce likelihood of graffiti and which should contribute to the street scene or semi-rural character as appropriate.

In order to achieve this successful integration, landscaping requirements should be considered at the initial stage of the detailed application. The integrated landscape scheme should be included at the design stage of any detailed application, and not fitted afterwards. All trees to be retained should be distinguished from new trees; heights of new plants should be noted and proposals for future maintenance included. Consideration should be given to:

- (i) Boundary planting to integrate the development with neighbouring sites;
- (ii) The use of climbing plants against flank walls;
- (iii) The provision of low shrubs to soften settings of buildings;
- (iv) Landscaping of parking areas;
- (v) Provision of amenity space;
- (vi) The effect on underground services.

Ensuring adequate maintenance and management schemes for landscape is of particular importance. Through the use of conditions and legal agreements the Council will:

- (i) Make planning permission conditional on the retention of suitable trees within or adjoining the site, on measures to safeguard them during development, and on the planting and maintenance of new trees and shrubs.
- (ii) Require planting, seeding and turfing to be carried out during the first available planting season, following the date of completion of any part of the development.

Existing trees should be retained on site and protected from damage wherever possible. Applications should include an accurate site survey showing all trees, and indicate where trees are to be retained and/or removed. Prior to the removal of any trees the possibility of soil heaving or swelling should be taken into consideration.

The suitability of new planting is a very important factor in creating a successful landscape. Therefore replacement or additional trees should be of a suitable species for the existing site conditions, and should take into account other species growing in the area. Trees should be of suitable species for the particular purpose for which they are being planted, i.e. whether for screening or enhancing the development, or balancing biodiversity needs. All planting should be carried out to the appropriate British Standard.

When considering the suitability of new planting, the Council will expect landscaping schemes to ensure the minimisation of negative planting effects, such as a reduction in light, blocking views and root damage to property. In particular the Council will expect the avoidance of the use of fast growing, high hedge species, such as Leylandii (*Cupressocyparis Leylandii*). (A DETR Consultation paper discussing this issue "High Hedges: Possible Solutions" was released in November 1999).

To secure the long term survival of planting schemes, trees and shrubs should be selected and located to provide a quick effect, ensuring complete ground cover, avoiding open ground and so reducing maintenance. They should provide a massed effect, particularly important in industrial and commercial locations, and, in order to ensure a good rate of survival, the size of plant should be appropriate to the species proposed maintenance and location.

The Council recognises the contribution that trees make to the amenity and character of the environment. However trees bring many other benefits to a landscape. If existing trees are given adequate space to grow, they reduce pollution, dust, and temperatures in hot weather by providing shade.

The Council will continue to encourage new tree planting, and seek to preserve individual trees and groups of trees that contribute to the quality of the urban environment by:

- (i) Planting and maintaining trees on land in its ownership and along public highways;
- (ii) Making tree preservation orders as above;
- (iii) Undertaking promotional campaigns with local residents, firms and other interested groups on tree planting and protection; and
- (iv) Giving advice on the planting and care of trees, especially in areas where green environment is lacking and in the Green Corridors defined on the proposals map, where appropriate.

The Council will also expect that consideration be given to the London Borough of Ealing's Biodiversity Action Plans. These plans have been devised to inform, protect, and set objectives for important habitats/areas and species within the Borough, and as a result any relevant Biodiversity issues should be integrated within proposed landscaping schemes.

Planting schemes should be designed to minimise opportunities for graffiti as in SPG 8 'Safer Ealing' e.g. planting shrubs and climbers against walls and fences.

4.1 Design of Development

1. The design of development should be guided by the following principles:

- (i) Good Layout;**
- (ii) Appropriate Height and Scale;**
- (iii) High Quality Architecture and Character;**
- (iv) Appropriate Materials;**
- (v) Sustainability;**
- (vi) Inclusive Design - Access for all;**
- (vii) Community Safety;**
- (viii) Legibility;**
- (ix) Appropriate Hard and Soft Landscaping;**
- (x) Adaptability.**

2. The Council will only approve development that respects current standards of safety, natural light, health, privacy; and freedom from traffic nuisance, disturbance or visual intrusion in relation to neighbouring land uses.

3. An Urban Design Statement should be submitted for all significant development proposals within the Borough, particularly those sites that are likely to have a significant impact on the public realm, are sited within an area of character, or are major regeneration schemes.

New development affects the character and quality of the Borough as a whole. The 10 principles in point one above are explored in more detail in table 4A, and there is further amplification on high buildings in table 4B. Design creates the new context for future development, and if well designed can be an attractive environment enjoyed by passers-by and users of the development. The appearance of buildings as well as their relationship to their surroundings is therefore very important.

High standards of urban design are expected in all development, ensuring that schemes reflect the best elements of the character of the surrounding area, or have sufficient and distinctive merit that adds to the character and appearance of the area. Developments should be easy to understand and provide recognisable routes and landmarks, for example the incorporation of public art within proposals. However new development should also take into consideration and minimise any impacts on neighbouring land uses, and any development which may significantly restrict the development potential of surrounding land will not be permitted.

The Council will expect all proposals to allow sufficient daylight and sunlight into buildings and land, giving consideration to the potential effects on visual privacy, and safeguard the outlook from premises. The Council will apply the standards recommended in the Building Research Establishment report: 'Site Layout Planning for Daylight and Sunlight – A Guide to Good Practice 1991', which gives advice on sunlight and daylight (see also Chapter 5: Housing).

Developers are expected to adhere to principles relating to sustainability. This includes issues such as the renovation of buildings and sites, the re-use of previously developed land, the re-use and recycling of materials, on site energy generation, energy efficiency, water recycling and the use of porous surfaces to avoid water run-off, where appropriate. The Council encourages developers to consider such principles from the outset, and as a result has produced "The Sustainable Development Checklist". This has been produced as a guide for developers and others involved in the planning process, and can provide an initial indication of the sustainability of a proposal.

Table 4A
Urban Design Criteria

The Policy will be tested on the basis of the following considerations.

1. *Good Layout* - which should provide a suitable relationship between buildings and spaces and contribute to a visually attractive urban landscape. A good layout will:
 - (i) Create a framework of routes and spaces that connect locally and more widely;
 - (ii) Allow developments, routes and open spaces to relate well to each other;
 - (iii) Provide ease of movement for all transport modes, whilst affording priority to pedestrians, and then to cyclists and public transport;
 - (iv) Consider the arrangement of street blocks, plots and their buildings in a settlement.
2. *Appropriate Height and Scale* - which should be in scale with adjoining buildings (for further information relating to high buildings see Table 4B). Buildings should relate well to those it adjoins as well as the overall street scene. This should be done whilst also complying with plot ratio and site coverage standards or with appropriate residential densities (for guidance on the appropriate standards see the relevant SPG). (For information relating to residential density see Chapter 5). Local and Strategic views and landmarks (see Sites and Areas Schedule 10.8) will be protected from immediate obstruction from high buildings and any permitted, should only be located where they would not adversely affect the vistas and landmarks visible from these viewpoints.
3. *High Quality Architecture* - should reflect the local character in townscape and/or landscape terms by responding to and reinforcing locally distinctive patterns of development, or on sites or areas lacking a specific local character, and on large sites; high quality designs should be applied in order to create a place with its own identify.
4. *Appropriate Materials* - that should remain over time visually harmonious and pleasing, functionally safe and appropriate, energy efficient, ecologically sound, durable and easy to maintain.
5. *Sustainability* - The Council will encourage the renovation and re-use, rather than the redevelopment of buildings or sites. The Council will also encourage the use of green practices such as passive solar design, energy conservation and recycling facilities. The use of natural light and sunlight for warmth should be maximised. Where possible solar heating or photovoltaic cells, small residential combined heat and power schemes, sunscreens and natural ventilation as alternatives to air conditioning, should be incorporated into the design. Measures to conserve and recycle water will be encouraged. Sustainable Urban Drainage Systems (SUDS) will also be sought as part of development to control surface water runoff.
6. *Inclusive Design* - Access for all (for full details see Policy 4.3).
7. *Community Safety* (for full details see Policy 4.4).
8. *Legibility* - The Council will expect all development to create an environment that has a clear image and is easy to understand. Providing recognisable routes, intersections and landmarks to help people find their way round can help to do this.
9. *Appropriate Hard and Soft Landscaping* (for more on soft landscaping see Policy 4.5 below) - Hard landscaping includes paving and other hard surfaces, as well as signposts and other infrastructure in the environment (see also Policy 9.5).
10. *Adaptability* is the principle behind creating a place that can respond easily to changing needs.

**Table 4B
High Buildings or Structures**

Applications for high buildings or structures which exceed 20 m (65 ft) in height or which are significantly higher than their surroundings will be carefully considered, having particular regard to the following criteria:

1. The building or structure should identify and emphasise a point of civic or visual significance over the whole area from which it will be visible.
2. The building should very carefully relate to its surroundings and to other high buildings or prominent features in the vicinity.
3. The site should be sufficiently large to ensure an adequate setting, including landscaping.
4. The amenity and development of surrounding sites should not be impaired, in particular local and strategic views. Vistas and landmarks should not be immediately obstructed. Any building or structure permitted should not mar the skyline or important views (from within or outside the Borough).
5. The building should take account of:
 - (i) the effects of wind turbulence;
 - (ii) conserving energy through passive solar design;
 - (iii) opportunities for use of solar heat or photo voltaic cells; and
 - (iv) the shading effects on surrounding land.
6. Building will not generally be acceptable on sites in or adjoining Green Belt or Metropolitan Open Land, or within Conservation Areas or Areas of Special Character.

Account should be taken of the impact of the building or structure on public utilities, drainage and water supply, communication and transport links, industrial plant and chimneys, and protection of local and strategic views. Consideration should also be given to changing circumstances. Successful and adaptable places avoid the need for large scale rebuilding caused by changing social, technological and economic conditions.

In significant developments, the Council will expect to see the application supported by an Urban Design Statement that will give further details on key issues such as: landscaping, permeability and access links, views both into and out of the site, the relationship between the site and the surrounding land use, justification for the architectural form and materials used, and how the development will be contributing to concepts of sustainability and inclusive design. With respect to inclusive design, the Access Statement can be incorporated into the Urban Design Statement, or produced as a stand-alone document (see Policy 4.3). Significant developments do not just comprise those that are of a large scale, it also includes those developments that are for example; located within a particularly sensitive area (e.g. conservation or regeneration area), or are proposing to make alterations to a particularly valuable building.

Supplementary Guidance, as the title suggests, is to guide development. It is not meant to be definitive, and much of the guidance represents minima which are to be improved on if possible in the interests of good design.

If you would like further advice on this guide, please contact:

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