



Environmental Policy

1. Introduction

This document sets out the principles for the long term management and maintenance of CaSE owned land in and around Caddington Woods.

The purpose of this document is to set out the basis of a robust inspection and maintenance programme, ensuring the maintenance for the lifetime of the development.

The activities listed in this document are generic and represent a minimum maintenance and inspection requirement, however additional tasks of varied maintenance frequency may be instructed by the maintenance company as required. Specific maintenance needs of the development will be monitored and maintenance schedules adjusted to suit changing requirements.

All those responsible for maintenance should follow Health and Safety legislation (Health and Safety at Work Regulation, 1999) for all activities listed within this report, including lone working, and risk assessments should always be undertaken.

2. Maintenance plan for play area/MUGA

The play park and MUGA will be subject to a routine monitoring and maintenance schedule as part of the general site management. The following guidelines are offered as an initial regime and are not limited to:

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Inspect equipment and report to CaSE Community Trust	Weekly
	Clean equipment	Monthly
	Cut grass	Fortnightly (during growing season)
	Remove litter	Weekly
	Empty bins	Weekly
	Keep paths clear of debris	Fortnightly

	Sweep hard standing areas	Weekly
	Prune and trim any shrubs, and remove cuttings	Half yearly (Spring and Autumn)
	Remove nuisance plants/weeds	Bi-monthly
	Rake and mulch leaves	Fortnightly (during Autumn/winter months)
Occasional maintenance	Gritting in bad weather conditions	As required
	Prune and trim any trees, and remove cuttings	Every 2-5 years
	Water grass/shrubs/trees	As required
Remedial actions	Tree repair works	As required
	Re-instate any areas with sunken land	As required
	Monitor surface water and respond to any problems	As required
	Reseed areas where grass is missing	As required
	Refill any areas of missing woodchips	As required
	Repair any damage to play park equipment	As required
Enhancement work	Mulch around beds and trees	Bi-annually
	Removal of stakes when trees are stable	When required

3. Maintenance plan for woodlands

The woodlands will be subject to a routine monitoring and maintenance schedule as part of the general site management. The following guidelines are offered as an initial regime and are not limited to:

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Inspect for fallen branches etc	Monthly
	Remove litter	Monthly
Occasional maintenance	Remove fallen branches	As required

	Prune and trim any trees, and remove cuttings	Every 2-5 years
	Arrange for a tree survey	Every 2 years
Remedial actions	Tree repair works	As required
	Repair works to fencing	As required
	Report any damage or remedial works to CaSE Community Trust	As required
Enhancement work	Work towards a useable woodlands that encourages wildlife habitat	Ongoing
	Introduce an informal walking path through the woodlands	Ongoing

4. Maintenance plan for areas surrounding Lyons Community Centre

Lyons Community Centre will be subject to a routine monitoring and maintenance schedule as part of the general site management. The following guidelines are offered as an initial regime and are not limited to:

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Cut grass	Fortnightly (during growing season)
	Remove litter	Weekly
	Keep paths clear of debris	Weekly
	Prune and trim any shrubs, and remove cuttings	Half yearly (Spring and Autumn)
	Remove nuisance plants/weeds	Monthly
	Rake and mulch leaves	Fortnightly (during Autumn/ winter months)
Occasional maintenance	Gritting in bad weather conditions	As required
	Prune and trim any trees, and remove cuttings	Every 2-5 years
	Water grass/shrubs/trees	As required

Remedial actions	Tree repair works	As required
	Refill any areas of missing woodchips	As required
	Report any damage or remedial works to CaSE Community Trust	As required
Enhancement work	Mulch around beds and trees	Bi-annually
	Removal of stakes when trees are stable	Ongoing

5. Maintenance plan for all other areas of landscaping

Caddington Woods will be subject to a routine monitoring and maintenance schedule as part of the general site management.

The land owned and maintained by CaSE Community Trust does not include the entrance to Caddington Woods, which is currently maintained by Redrow; and the grass verges on Mallard Crescent, which is currently maintained by Central Bedfordshire Council (phase 1 up to Lyons Community Centre) and Redrow (phase 2 onwards). CaSE owned land includes Wren Close, Kestrel Grove and Red Kite Mews parking areas, visitor parking spaces, alleyways and beds. Excluding the parking area in Wren Close all of these mentioned areas are to be maintained by the residents as highlighted on the plans provided at sign-up. CaSE owned land also includes fields and barns beyond Caddington Woods and should be maintained to allow public access, whilst promoting wildlife ie: minimum of 2 cuts per year, preferably in April and October

The following guidelines are offered as an initial regime and are not limited to:

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Cut grass on CaSE owned land	Fortnightly (during growing season)
	Remove litter	Fortnightly
	Keep paths clear of debris	Fortnightly
	Prune and trim any shrubs, and remove cuttings	Half yearly (Spring and Autumn)
	Remove nuisance plants/weeds	Bi-monthly

	Rake and mulch leaves	Fortnightly (during Autumn/ winter months)
Occasional maintenance	Gritting in bad weather conditions	As required
	Prune and trim any trees, and remove cuttings	Every 2-5 years
	Water grass/shrubs/trees	As required
Remedial actions	Tree repair works	As required
	Refill any areas of missing woodchips	As required
	Report any damage or remedial works to CaSE Community Trust/Redrow	As required
	Relevel uneven surfaces and reinstate design levels	As required
Enhancement work	Mulch around beds and trees	Bi-annually
	Introduce flower beds/vegetable growing areas	Ongoing
	Removal of stakes when trees are stable	When required

6. Maintenance plan for attenuation ponds

The attenuation ponds will be subject to a routine monitoring and maintenance schedule as part of the general site management. This will be carried out at monthly intervals between 1st April and 31st October and once between 1st November and 31st March, unless otherwise detailed.

The key maintenance requirement for the attenuation ponds will be the maintenance of vegetation and mowing of grass within and on the banks/verges and the removal of accumulated sediments and collection of litter and debris.

In August 2022, The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire (BCN) were commissioned to undertake a survey of the surrounding habitat of two attenuation ponds, ditches and the planted hedgerow. This survey involved assessing the habitats present and making recommendations on how the biodiversity value could be maintained and enhanced to help inform the management plan. The Trust received the report in December 2022 and the recommendations have been incorporated in this policy.

The report noted that the grassland has a moderate number of wildflowers, and with a suitable cutting regime these will hopefully increase. A late hay cut is recommended this will allow the grass to grow over the summer and cut once from late July to early September in dry conditions. This will allow most of the plants to flower and set seed.

The cuttings should then be removed from the grassland. If left in place the cuttings will rot down into the soil, increasing the nutrients and encouraging more vigorous growth of grasses to the detriment of wild flowers. The lower the nutrient level of the soil, the better for wild flowers. If left in place, the cuttings (or 'thatch') will likely smother any seeds that are attempting to germinate. A second cut of the grass at the end of October to check the grasses growth, removing the cuttings. If necessary, a third cut again in February, aiming for a sward height of approximately 5cm.

The following guidelines are offered as an initial regime and are not limited to:

Maintenance schedule	Required action	Typical frequency
Regular maintenance	Cut grass – for spillways and access routes, removing all cuttings from site	Monthly, during growing season
	Cut grass – 1m stretch inside the knee rail fencing, removing all cuttings from site	Monthly, during growing season
	Cut grass – meadow grass in and around pond, removing all cuttings from site	Cut once from late July to early September in dry conditions. Then one cut late October and if necessary again in February
	Cut grass – meadow grass in ditch which surrounds ponds, removing all cuttings from site	Cut once from late July to early September in dry conditions. Then one cut late October and if necessary again in February
	Manage the vegetation in the dry ditch in the same way as the grasslands by cutting and removing dead cuttings, removing all cuttings from site	Monthly, during growing season
	Management of other vegetation and remove nuisance plants/weeds	Bi-monthly
	Inspect inlets, outlets and overflows for blockages, and clear if required	Monthly
	Inspect banksides, structures, pipework etc for evidence of physical damage	Monthly
	Tidy all dead growth before start of growing season	Yearly
	Remove litter and debris	Monthly

Occasional maintenance	Prune and trim any trees, and remove cuttings	Every 2-5 years
	Trim hedgerow in early February	Every 2-3 years, from 2025
	Remove any dead trees	As required
	Reseed areas of poor vegetation growth	As required
Remedial actions	Tree repair works	As required
	Repair erosion or other damage by reseedling or re-turfing	As required
	Relevel uneven surfaces and reinstate design levels	As required
Enhancement work	Plant/seed wildflowers – ensure these are native and non-cultivars	Ongoing
	Mulch around beds and trees	Bi-annually
	Removal of stakes when trees are stable	When required
	Refrain from planting new trees until a good quality grassland is established	Ongoing
	Ensure that the bulrush grow is managed to prevent overgrowth	Ongoing

This policy is to be reviewed at least every two years.

Approved by the Board of Trustees 31st January 2023