

South
Cambridgeshire
District Council

Local Development Framework

Trees and Development Sites

Supplementary Planning Document



Adopted January 2009



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District Council

Local Development Framework Trees & Development Sites

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CHAPTER 1

INTRODUCTION TO THE SUPPLEMENTARY PLANNING DOCUMENT

- 1.1. This South Cambridgeshire District Council (SCDC) Supplementary Planning Document (SPD) forms part of the South Cambridgeshire Local Development Framework (LDF).
- 1.2. The SPD expands on district-wide policies in the Development Control Policies Development Plan Document (DPD), adopted in July 2007, and policies in individual Area Action Plans for major developments that may vary from the district-wide policies. Policies seek to ensure that trees, which are important for their role as both biodiversity and landscape features, are adequately addressed throughout the development process, and the SPD provides additional details on how these policies will be implemented.
- 1.3. The policy builds on national policy in Planning Policy Statement (PPS) 1:
 Delivering Sustainable Development, PPS 9: Biodiversity and Geological
 Conservation, and Planning Policy Guidance (PPG) 15: Planning and the Historic
 Environment. These promote sustainable, well designed, development that
 ensures biodiversity and landscaping are at the heart to help create green
 spaces for wildlife and people, to contribute to a high quality natural and built
 environment, and contribute to a better quality of life.
- 1.4. Trees will not be peripheral to the development as a whole but will be fully integrated into the design. Consideration will be given, wherever possible, to the retention of suitable trees within development, or to incorporating new planting into the design. Trees are a valuable addition to any development, helping to enhance biodiversity and achieve a high quality development in the local landscape or townscape.
- 1.5. The Council is also producing SPD to provide further guidance on landscape and biodiversity issues, and it may be helpful to read these alongside this SPD.

PURPOSE

1.6. The objective of this SPD is to assist achievement of the Local Development Framework objectives for the conservation and enhancement of biodiversity and landscape character, including Development Control Policies DPD objectives NE/b: To protect and enhance the character and appearance of landscapes and natural heritage and NE/c: To protect and enhance biodiversity.

- 1.7. Specific objectives for this document are to:
 - Assist applicants' understanding of the role of trees within the wider environment and how they should be incorporated within development proposals as part of a high quality design;
 - Assist applicants gain planning permission quickly by informing them of what information is required to accompany planning applications and why;
 - Ensure that development works are undertaken in an appropriate manner to avoid adverse harm to trees, including their roots.

SOUTH CAMBRIDGESHIRE LDF POLICY

- 1.8. There are a number of policies within the Development Control Policies DPD and Area Action Plans that relate to trees, these are listed in Appendix 1. The key themes arising from these policies are summarised as follows:
 - Conserve and enhance biodiversity and landscape character;
 - Undertake full surveys of existing landscape and biodiversity features and conserve the environmental aspects of the site;
 - Include high quality landscaping;
 - Achieve a net increase in biodiversity;
 - Not permit proposals where there will be an unacceptable impact on the countryside, landscape character or biodiversity;
 - The major development locations are also required to include early provision of landscaping and biodiversity on site.

CHAPTER 2

THE NEED TO CONSIDER TREES

- 2.1 South Cambridgeshire comprises over 100 parishes that encircle Cambridge City, comprising predominantly of small rural parishes, which to the North Eastern boundary start to merge with the fenlands. One of the least wooded counties also having suffered extensive loss of Elm due to the Dutch Elm Disease and more recently Beech, Horse Chestnut and Ash. This is partially due to changes in climate, shift in seasons and seasonal characteristics with diseases exploiting the changes. Much of the mature trees are of Victorian planting within parks and gardens or within the agricultural landscape.
- 2.2 Trees are important within the built and natural environment:

Providing visual buffers softening hard landscaping; blending the harsh edges of the built environment, providing scale and a sense of perspective.

Providing 'shelter' against weather, sun, wind, rain; shading buildings in the summer reducing the requirement for air conditioning, insulating buildings from the winter elements with a potential to reduced heating and cooling costs.

Reduce and buffer sound; the canopy of trees can help absorb and dissipate noise creating a more peaceful and tranquil environment in which to live and work.

Filter pollution; trees can reduce the amount of dust particles in the air we breath collecting on the leaves of trees, these are either washed from the leaves by rain or fall to the ground in autumn.

Fresh air for all; trees provide clean air as they take in carbon dioxide and release oxygen as part of their living process, acting as carbon sinks.

Providing habitats; trees provide a habitat for mammals, birds and invertebrates to exploit, providing a source of food and shelter.

Providing a 'feel good factor'; trees contribute to human life in ways that are often overlooked. Many of the benefits outlined above we take for granted and are not even considered in everyday life. Imagine an environment without trees, without dappled shade, bird song, and bursts of spring colour or autumn hues.

Enhancing a new development; existing trees on a new development can add a sense of maturity to a new building and can enhance property value if incorporated at the design stage. New trees will mature with a development enhancing the built environment as identified above.

- 2.3 South Cambridgeshire is experiencing extensive development both commercial and domestic from small scale developments to the establishment of a new town and urban extensions to Cambridge and all they incorporate.
- 2.4 SCDC has a duty to assess and consider the impact of any development on existing trees and ensure that there is provision and scope to retain existing trees and establish new planting to enhance, complement and improve those that exist.

LEGISLATION

- 2.5 SCDC is guided by legislation and policy guidance at national, regional and local level relating to trees and development sites.
- 2.6 The Town and Country Act 1990 (section 197) specifically charges the Local Planning Authority with the duty to ensure, whenever it is appropriate, when granting planning permission that adequate provision is made for the preservation and planting of trees through planning conditions and the serving of Tree Preservation Orders (TPOs)."
- 2.7 Section 211 of the Town and Country Planning Act 1990 (amended by Section 86 of the Planning and Compulsory Purchase Act 2004) means that consent from the local planning authority must be granted before trees within a Conservation Area can be cut down, lopped, topped, uprooted, wilfully damaged or wilfully destroyed.

Contravention of the legislation relating to trees may result in the local planning authority taking legal action.

PROTECTED TREES

- 2.8 Trees may be protected through Conservation Area designation or a Tree Preservation Order (TPO). There may be planning conditions as part of the decision notice or by the Forestry Act 1967 (as amended). To determine if a tree is afforded any protection the Trees and Landscape team should be contacted, see contact details in Appendix 2.
- 2.9 SCDC as a local planning authority has the power to serve Tree Preservation Orders, this may be done either:
 - Prior to development
 - On receiving a planning application
 - During development
 - After development

- 2.10 If any tree subject to a TPO which has been identified for retention or for which prior consent for works or removal is removed, uprooted or destroyed in contravention to a TPO it will be the responsibility of the land owner to plant another tree of an appropriate size and species at the same place as soon as he reasonably can.
- 2.11 Sites to be developed, including vegetation and individual trees, may also be important for species protected under wildlife legislation or contain ancient woodland or veteran trees which are a valuable biodiversity resource. Further guidance on these can be found in the Council's Biodiversity SPD and Biodiversity Strategy.
- 2.12 The Forestry Commission is the Government Department with statutory responsibility for trees and woodland. The responsibilities and powers of the Forestry Commissioners in relation to planning are derived mainly from the Forestry Act 1967 and the Environmental Impact Assessment Regulations 1999. It may be advisable to contact them to determine if compliance with their statutory duties may be required.

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CHAPTER 3

THE DEVELOPMENT PROCESS

THE BRITISH STANDARDS INSTITUTE BRITISH STANDARD 5837: 2005 TREES IN RELATION TO CONSTRUCTION

- 3.1 A good quality design cannot be achieved if the opportunities and constraints of a site are not identified and considered. Comprehensive site surveys will allow for key components of a site to be retained and will ensure that where appropriate new trees can be incorporated and existing trees protected.
- 3.2 Where there are existing mature trees on a proposed development site careful consideration should be given to the incorporation of those trees in the overall layout of the development, particularly in public areas. Front elevations of buildings facing onto trees or proposed new planting must be well thought out for the longevity of the enhancements that trees bring to development.
- 3.3 Landscape design must be considered in a development for retaining trees and incorporating them into a new landscape. Landscape professionals are advised to consider sections 13 and 14 of BS 5837 2005; dealing with new planting, future requirements and relationship to a development. Site visits are invaluable in assessing the site prior to submission of any landscape scheme, guidance is provided in the Landscape SPD.
- 3.4 Development proposals should include landscape proposals and arboricultural information. The data and information should be clearly presented to allow the officer to make a concise and comprehensive assessment of the proposals.
- 3.5 Information that is not clear and concise will be required to be re-submitted, this will delay a planning application or starting works on site.
- 3.6 SCDC will be guided by BS 5837 2005; this will be used in conjunction with other guidance notes on trees and development and current best practice, see Appendix 2.

PRE-APPLICATION

- 3.7 Consultation with SCDC officers prior to submission of a planning application is encouraged so helpful advice, guidance and an understanding of the requirements of all parties is considered in drawing up development proposals.
 - Contact SCDC to arrange a site visit or informal conversation to discuss proposals, see Appendix 2 for contact details.



PLANNING APPLICATION

3.8 Production of accurate and interpretable data will enable comprehensive and objective comments to be made. Non-submission of this detail can hold up a decision notice being issued by officers.

Details of the information required is given in Chapter 4.

DETERMINATION OF PLANNING APPLICATIONS

- 3.9 In determining any application all required information and data relating to trees must be submitted with the planning application.
- 3.10 In submitting the detail at an early stage in the planning process SCDC can evaluate and balance between tree and landscape losses, gains and requirements of the development. This will provide a basis for the determination of the planning application and for appropriate planning conditions to be attached where consent is granted.

IMPLEMENTATION OF PLANNING PERMISSION

- 3.11 The consideration of trees, existing and new, has often ended up being a secondary thought or emergency response to comply with a planning condition. SCDC aims to encourage developers to think beyond obtaining initial planning permission and to consider all aspects of the development that may impact on trees and landscaping, making provision for their integration at an early stage so that their establishment / retention is one of longevity.
- 3.12 Developers have a responsibility to seek professional advice in relation to existing trees, woodlands and other vegetation to ensure a high quality development.

CHAPTER 4

SURVEY REQUIREMENTS

4.1 Every development site will be different in scale and complexity; the following may be required in part or full. For this reason pre-application discussions with the appropriate officer will help clarify requirements.

The survey data will facilitate an Arboricultural Implications Assessment of the proposals.

SITE SURVEYS

4.2 Site plans; several layers of information are required to make a comprehensive and efficient evaluation of a proposed planning application where trees are a part of the decision making process. These can be put onto the following:

Land Survey; For determining a planning application where trees are to be considered on site the following must be plotted accurately to a recognised scale:

- Location of all trees on site and those immediately adjacent especially those that may influence the site or have landscape value.
- Existing structures and features
- Utilities: Overhead cables
 Underground services
- Spot heights of ground level across the site to avoid level changes in the proximity of tree to be retained, this information will allow interpretation of any arboricultural implications of any changes in ground level.

For large or complex sites a hydrological and soil survey may be required to inform an assessment of any changes impacting on trees.

TREE SURVEY

4.3 Any planning application for a development site where trees are present must be submitted with a tree survey as outlined in BS 5837 2005. This should be undertaken by an experienced and competent arboriculturalist recording information on the trees independently of proposals for the site. This also includes any hedges on site and any adjacent trees to the site that may be affected by the proposed development, e.g. trees overhanging the site, shading the site.

- 4.4 Pre-development tree survey must include:
 - Site plan, clearly marked to scale, with trees accurately plotted (within 1m) including boundary trees. If there is woodland show the woodland edge, crown spread and hedgerows.
 - All trees individually and accurately numbered to correspond with the plan.
 - Group numbering may be acceptable where trees are growing together and are not directly affected by the proposed development; group numbering is not acceptable where development is within the crown spread of an individual within the group.
 - A tree survey schedule to be submitted, an example can be found in Annex D of BS 5837 2005.
 - Categorised in accordance with Table 1 in BS 5837 2005, identifying trees for retention and removal, current / potential amenity value.
- 4.5 Any significant groups of small trees or shrubs, which are of merit, should be plotted in the context of the site e.g. residential, industrial,
- 4.6 Any tree for removal to accommodate development, or removal for other reasons e.g. poor structural integrity or disease must be accurately and clearly identified and proposals for replacement planting submitted; this can be a part of a landscaping scheme.
- 4.7 Future growth of the tree, light issues, future conflict and shading patterns, these will be specific to each site and type of development and must be considered when developing a site and proposing new trees. SCDC will look at the proposals for longevity of seeing new trees reach maturity to compliment and enhance a development and not simply to show willing for the short-term gain of a site.

TREE CONSTRAINTS PLAN (TCP)

- 4.8 Trees on and adjacent to a development site will influence the layout and design both visually and in the construction. The TCP should identify and show above ground and below ground constraints represented by the Root Protection Area (RPA). The RPA should be plotted around each tree to be retained within the development site or that is adjacent to and requires protection.
- 4.9 Where a development encroaches into a RPA there may be scope for proposals to mitigate damage. This needs to be discussed and agreed with the Trees Officer to ensure the survival of the tree and proposed structure(s) prior to commencement of the development in accordance with current best practice.

- 4.10 Services must be considered within the tree constraints plan, both existing and new as installation of trenches, excavation of old services, provision of soakaways, overhead utilities may impact on any trees and vice versa.
- 4.11 Other impacts of trees within a site to be either considered or requested by the officer are the effects of shading and the future growth and development of trees. This information can be included on a scale plan or discussed prior to a planning application being submitted; further information can be found in Appendix 2 National Information.
- 4.12 New landscaping is an important part of any new development; areas for new planting should also be protected through the development process similar to that for tree protection. If this is not practical to achieve due to other site constraints then details of soil amelioration will be requested to ensure the successful establishment of new planting.

TREE PROTECTION PLAN (TPP)

4.13 The TPP is a scale drawing produced by an arboriculturalist that shows the final layout together with the built structures, infrastructure, trees for retention plotted with their RPA's showing tree protection measures submitted with an Arboricultural Method Statement (AMS)

ARBORICULTURAL METHOD STATEMENT (AMS)

- 4.14 An AMS details how a specific process will be carried out in relation to development on site that has the potential to result in the damage or loss of a tree. This must include a timetable indicating WHEN and HOW works affecting trees are to be undertaken including:
 - Installation of tree protection, type, installation method, distance from tree(s).
 - Tree surgery works.
 - Demolition of existing structures.
 - Removal of existing hard standing where trees are compromised.

ARBORICULTURAL IMPLICATIONS ASSESSMENT (AIA)

- 4.15 An AIA is a comprehensive study undertaken by a competent arboriculturalist, produced with due consideration to the tree survey, tree constraints plan, topographical survey and in relation to development proposals. This document should include:
 - Root Protection Area.

- Installation of root barriers.
- Specification for surface changes.
- Method of operation for level changes.
- Specification for trenching works.
- Method of operation for trenching works.
- Soil amelioration works.

Note: if there are trees on site which are outside of the development area then they will still require protection however a full survey may not be required – this can be stated in the Design and Access statement supported by evidence.

PROTECTION OF TREES DURING CONSTRUCTION

4.16 Trees on development sites can be damaged prior to any construction, demolition and clearance of structures. Prior to any demolition, vegetation removal, materials, machinery or site structures arriving tree protection must be in situ in accordance with BS 5837 2005 or as agreed with the SCDC officer as apart of the planning consent issued.

DIRECT DAMAGE

4.17 Direct damage can be caused from works, where traffic incidents may lead to low hanging branches being ripped off, damage to bark by collision or storage of materials. This type of damage can lead to a tree identified for retention having to be removed due to carelessness on site.

INDIRECT DAMAGE

4.18 **Level Changes**; raising levels within the root area of a tree even by a few centimetres can be detrimental. Compaction can occur; roots can be suffocated preventing exchange of oxygen, carbon dioxide and moisture through the roots to the soil surface. Lowering ground levels can sever roots de-stabilising the tree and leaving it open to colonisation by decay organisms, drainage may be modified reducing water availability placing a tree under stress.

Soil Contamination; this can be caused by spillages of oil, fuel, chemicals and the mixing of cement and washing from machinery or site plant.

THERE SHOULD BE A DESIGNATED AREA FOR STORAGE OF PETROCHEMICALS AND OTHER MATERIALS, INCLUDING WASHINGS FROM EQUIPMENT WHICH CAN CONTAMINATE SOIL

Soil Compaction; Compaction of the soil can occur with only two or three passes of a vehicle over the same area of soil. Once soil is compacted the soil pores are squashed and unable to allow gaseous exchange of the roots as they 'breathe' or allow for infiltration of water. Consideration of the movement of vehicles in and around the site needs to take into consideration trees, some sites may require metal track way or boards to allow vehicle movement.

Fires; The heat from the flames of a fire will damage a tree's vascular system under the bark even if there is no visible damage. The heat from the base of a fire into the ground can cause damage to the roots of a tree, drying them out leading to their death. This can leave the tree with damaged structural roots along with the loss of the fibrous root system that is used to supply a tree with water and dissolved nutrients. These actions will prevent the tree from functioning effectively, placing it under stress and open to decay organisms.

MANAGEMENT OF TREES DURING CONSTRUCTION

- 4.19 Site supervision by an experienced arboriculturalist in development sites, root-zone and aerial arboricultural works will generally be stipulated for all or some of the operations during the development of a site where trees are the consideration and works have been approved.
- 4.20 At any time during the development phase site visits will be made to ensure that all approved conditions are being complied with. In the event that there is an unexpected situation where a tree is damaged or requires works not agreed contact with the officer is advised to prevent conflict.

NEW PLANTING

4.21 New planting will have been approved under a proposed and approved landscaping scheme – this may include replacements for trees removed from site. BS 4043 & 3936 provide details on handling and transplanting tree stock. There is continuing new industry practice and materials to enable the establishment of trees within the built environment for longevity without becoming a nuisance in their maturity; these need to be considered in planting schemes and their specifications.

NOTE - any tree works which are undertaken need to consider breeding birds and bats which are afforded statutory protection. Further information is provided in the Landscaping and Biodiversity SPDs.

STREET TREE PLANTING

4.22 In certain circumstances it may be appropriate for SCDC to require the provision of street trees to be incorporated into a development. This will include new streets created within developments or where a development fronts or joins a highway. In such circumstances the incorporation of street trees must be

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considered at the design stage of the development to ensure there is adequate rooting area to avoid future nuisance.

APPENDIX 1

LOCAL DEVELOPMENT FRAMEWORK POLICIES SUPPLEMENTED BY THE SUPPLEMENTARY PLANNING DOCUMENT

DEVELOPMENT CONTROL POLICIES DEVELOPMENT PLAN DOCUMENT

DP/1 Sustainable Development – in particular parts o and p

DP/2 Design of New Development – in particular parts b, j, k, and I

DP/3 Development Criteria – in particular parts m and o

Natural Environment Objectives – in particular objectives NE/b and NE/c

NE/6 Biodiversity

CH/5 Conservation Areas

NORTHSTOWE AREA ACTION PLAN

NS/2 Development Principles – in particular part d

The Site and Its Setting Landscape Objectives C2/a - C2/d

NS/4 Green Separation from Longstanton and Oakington

Landscape Objectives – in particular objectives D7/a, D7/c, D7/d, D7/g and D7/h

NS/12 Landscape Principles

NS/13 Landscape Treatment of the Edges of Northstowe

NS/14 Landscaping Within Northstowe

Biodiversity Objectives D8/a - i

NS/16 Existing Biodiversity Features

NS/17 New Biodiversity Features

NS/25 Strategic Landscaping

CAMBRIDGE SOUTHERN FRINGE AREA ACTION PLAN

CSF/1 The Vision for the Cambridge Southern Fringe

CSF/2 Development and Countryside Improvement Principles – in particular parts 3 and 9 Trumpington West and the Southern Setting of Cambridge Objectives – in particular C2/a, CS/c and C3/a - d

CSF/5 Countryside Enhancement Strategy

Landscape Objectives – in particular D6/a, D6/c, D6/d, D6/g and D6/h

CSF/12 Landscape Principles

CSF/13 Landscaping within Trumpington West

CSF/14 Linking Trumpington West with its Surroundings

Biodiversity Objectives D7/a - f

CSF/15 Enhancing Biodiversity

Phasing and Implementation Objectives – in particular E1/b



CAMBRIDGE EAST AREA ACTION PLAN

Vision and Development Principles Objective B/a

CE/1 The Vision for Cambridge East

CE/2 Development Principles – in particular part 3

The Site and Its Setting Landscape Objectives C3/a - d

Landscape Objectives D7/a - h

CE/13 Landscape Principles

CE/14 Landscaping Within Cambridge East

CE/15 Linking Cambridge East to its Surroundings

Biodiversity Objectives D8/a - i

CE/16 Biodiversity

CE/17 Existing Biodiversity Features

Implementation Objectives – in particular E1/b

CE/30 Early Delivery of Strategic Landscaping

CE/33 Infrastructure Provision – in particular part g

APPENDIX 2

CONTACT DETAILS AND FURTHER INFORMATION

Trees and Landscape Officer
South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridgeshire
CB23 6EA

Tel: 08450 450 450

Web Site: <u>www.scambs.gov.uk</u>

OTHER RELEVANT SCDC SUPPLEMENTARY PLANING DOCUMENTS

- Landscape Guidance for Development Sites (in preparation)
- Biodiversity (in preparation)

LOCAL INFORMATION

- Cambridgeshire Design Guidelines Cambridgeshire County Council
- Cambridgeshire Design Guide for streets and the public realm Cambridgeshire County Council

NATIONAL INFORMATION

- Building Research Establishment; Site Layout planning for daylight and sunlight: a guide to good practice: P J Litlefair.
- Arboricultural Practice Notes –Tree Advice Trust

British Standards

- BS 5837 2005 Trees in Relation to Construction recommendations
- BS 3998 1989 British Standard Recommendations for Tree Works
- BS 3936-1 1992 Nursery Stock Part 1: Specification for Trees & Shrubs
- BS 4043 1966 Transplanting Semi Mature Trees



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- BS 5236 1975 Cultivation and planting of trees in advanced nursery stock category
- BS 4428 1989 Code of Practice for General Landscape Operations (excluding hard surfaces)
- BS 8206 1992 part 2 Lighting for Buildings
- BS 1192 199 Construction drawing practice Part 4 Recommendations for landscape drawings
- BS 1377 Methods of test for soils for civil engineering purposes
- BS 5930 Code of Practice for site investigations.

USEFUL ADDRESSES

Arboricultural Association

Ampfield House Ampfield

Nr Romsey

Hants, SO51 9PA Tel: 01794 22022 Fax: 01794 368978

Web Site: <u>www.trees.org.uk</u>

Arboricultural Advisory & Information Service (Tree Advice Trust)

Forest Research Station

Alice Holt Lodge
Wrecclesham
Farnham, Surrey

Web Site: <u>www.treehelp.info</u>

Institute of Chartered Foresters

7A Colme Street

Edinburge

EE3 6AA Tel: 0131 225 2705

Web Site: www.charteredforesters.org

Ancient Tree Forum

C/o Woodland Trust

Autumn Park
Dysart Road
Grantham
Lincolnshire

NG32 6LL

Web Site: <u>www.woodland-trust.org.uk/ancient-tree-forum</u>

Institute of Civil Engineers

One Great George Street

Westminster

London

SW1P 3AA Tel: 020 7222 7722

Web Site: www.ice.org.uk

Building Research Establishment

Bucknalls Lane

Watford

WD25 9XX Tel: 01023 66400

Web Site: www.bre.co.uk

British Association of Landscape Industries (BALI)

Landscape House

Stoneleigh Park

National Agricultural Centre

Warwickshire

CV8 2LG Tel: 0870 770 4971

Web Site: www.bali.co.uk

Institute of Leisure and Amenity Management

ISPAL

The Grotto House Lower Basildon

Reading

RG8 9NE Tel: 01491 874800

Web Site: www.ispal.org.uk

Institute of Structural Engineers

11 Upper Belgrave Street

London SW1X 8BH

United Kingdom Tel: 020 7235 4535

Commission for Architecture and the Built Environment (CABE)

1 Kemble Street

London

WC2B 4AN Tel: 020 7070 6700

Web Site: <u>www.cabe.org.uk</u>

Landscape Institute

33 Great Portland Street

London

W1W 8QG Tel: 020 7299 4500

Web Site: www.landscapeinstitute.org

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Royal Institute of Chartered Surveyors

Contact Centre Surveyor Court Westwood Way

Coventry

CV4 8JE Tel: 0870 333 1600

Web Site: www.rics.org

National Housing Building Council

Buildmark House Chiltern Avenue Amersham

HP6 5AP Tel: 01494 723530

Web Site: <u>www.nhbc.co.uk</u>

Royal Town Planning Institute

41 Botolph Lane

London

EC3R 8DL Tel: 020 7929 9494

Web Site: www.rtpi.org.uk

Royal Institute of British Architects (RIBA)

66, Portland Place

London

W1B 1AD Tel: 020 7580 5533

Web Site: <u>www.architecture.com</u>

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