Visual Tree Assessment Report

Site:

Manor House
25 Church Street
Shoreham-by-the-Sea
West Sussex
BN43 5DQ

Prepared for:

Mr Jonathan Pressley

Prepared by:

Mr James Percy-Lancaster *CertArb TechArborA*
Senior Arboricultural Consultant

Site Visit Date:

Thursday 29th October 2026

Bartlett Project Reference:

JPL.260961.R

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Submitted on 18th November 2026

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Table of Contents

EXECUTIVE SUMMARY **1**
1.0 SCOPE OF REPORT **2**
1.1 Assignment 2
1.2 Background 2
1.3 Report Author 2
1.4 Report Limitations & Methodologies 2
2.0 TREE PROTECTION STATUS **4**
2.1 Statutory Protection 4
2.2 Tree Preservation Order (TPO) Status 4
2.3 Conservation Area (CA) Status 4
2.4 Tree Management Implications 4
2.5 Assessment of Ecological Associations & Potential Constraints 5
3.0 TREE & SITE DETAILS **6**
4.0 PHOTOGRAPHIC OVERVIEW **7**
5.0 CONCLUSIONS & RECOMMENDATIONS **8**
5.1 Conclusions 8
5.2 Monterey Cypress Tree Risk Assessment 9
5.3 Monterey Cypress Tree Recommendations 9
APPENDIX A – Risk Assessments & Duty of Care **11**
APPENDIX B – Tree Risk Assessment Glossary **12**
APPENDIX C – Tree Survey & Assessment Glossary **13**
APPENDIX D - Tree Evaluation Method for Preservation Orders - TEMPO **17**

EXECUTIVE SUMMARY

I was instructed by Mr Jonathan Pressley (the 'client') to complete a visual tree assessment (VTA) and qualitative tree risk assessment of a single mature Monterey cypress (*Cupressus macrocarpa*) located within the rear amenity garden of Manor House, 25 Church Street, Shoreham-by-the-Sea, West Sussex, BN43 5DQ, due to concerns about its structural condition.

I completed my site visit and ground-based assessment on 29th October 2026, using a nylon sounding hammer, probe, binoculars and hand measuring tools. The tree stands approximately 16.0 metres tall, has a stem diameter of 805 millimetres when measured at 1.5 metres above ground level, and is considered to be of normal vitality. There were no limitations affecting my assessment.

During my assessment, I identified seven (7x) longitudinal cracks within the tree's co-dominant stems and its primary and secondary branches. Many of these are open cracks with exposed sapwood and non-functioning heartwood, which I classify as points of imminent failure; the remainder are repaired defects where wound wood has formed only a superficial bridge across the crack, and these remain likely points of failure. I also identified historical unsympathetic management, including crown lifting to approximately 6.0 metres and topping of the co-dominant stems at approximately 12.0 metres, resulting in dense regrowth from weak points of attachment and included bark unions.

It is my professional opinion that the Monterey cypress is in good physiological condition, with good needle formation and distribution throughout the crown; however, structural condition is significantly compromised. The quantity and distribution of cracks indicate repeated adverse wind loading: the southern flank of the crown has historically lost its canopy, allowing southerly winds to pass through the crown rather than over and around it, which has subjected multiple stems and branches to torsional loading.

Applying the ISA TRAQ methodology over a three-year time frame, the overall risk rating for the Monterey cypress is **high**. The risk to people is high, the risk to the Coach House and to passing and parked vehicles is moderate, and the risk to the property at 25 Church Street is low.

To remove the risk of co-dominant stem, primary and secondary branch failure, I recommend that the tree be removed by sectional dismantling and the stump ground out, within two (2) months. Following the recommended work, I consider the residual risk to be **low** to none.



Figure 1: Photograph of the Monterey cypress tree in context with its immediate landscape.

1.0 SCOPE OF REPORT

1.1 Assignment

1.1.1 I was instructed by Mr Jonathan Pressley, herein referred to as the 'client', on 4th November 2026 to:

a) Perform a visual tree assessment (VTA) of a single Monterey cypress (*Cupressus macrocarpa*) located within the grounds of Manor House, 25 Church Street, Shoreham-by-the-Sea, West Sussex, BN43 5DQ, herein referenced as the 'site', following the techniques developed by Mattheck & Breloer (1994).

b) Undertake a qualitative tree risk assessment in accordance with the International Society of Arboriculture's (ISA's) Best Management Practices (BMP) *Tree Risk Assessment* (third edition) and *Tree Risk Assessment Manual* of the tree part detailed in Item B above.

After review and discussion with the client, as well as my site observation, my tree risk assessment will be conducted for the following *targets*: people (owners, visitors, third parties, general public), property (Manor House, Coach House), and vehicles (passing and parked).

c) To provide a written report on the structural condition of the tree; the likelihood of failure due to any identified features; and to make fully informed recommendations for mitigation and management as necessary, in accordance with current Arboricultural practice and tree health care techniques, so that my client (tree owner & risk manager) can determine their tolerability of risk and take reasonable and proportionate action.

1.2 Background

1.2.1 My client commissioned a visual tree assessment (VTA) to fully understand the health and condition of the tree, to know what risks (if any) the tree poses, and to be advised of appropriate tree management to reduce risk to a level as low as reasonably practicable, remove the risk entirely, provide holistic tree care, and/or in the interest of good tree management.

1.3 Report Author

1.3.1 The site visit, tree survey, and report writing have been completed by me, Mr James Percy-Lancaster. I hold a certificate in arboriculture, am a Professional Member of the International Society of Arboriculture, a Technical Member of the Arboricultural Association, and have more than twenty-one years' experience in the profession: nine years as a Local Planning Authority Tree and Landscape Officer and a further twelve years as an Arboricultural Consultant. I currently hold the position of Senior Arboricultural Consultant for Bartlett Consulting, Bartlett Tree Experts.

1.3.2 Specifically, in relation to this project, I specialise in tree surveying, advanced assessments and risk assessment; hold the LANTRA Professional Tree Inspector qualification; and am a qualified tree risk assessor using TRAQ risk assessment methodologies.

1.4 Report Limitations & Methodologies

1.4.1 My report is restricted to the single tree detailed in the Assignment above.

1.4.2 My visual tree assessment of the Monterey cypress located within the curtilage of the site is based on a single site visit on 29th October 2026. All photographs, samples, and readings, if applicable, were taken at the time the assessment was performed.

1.4.3 There were no limitations affecting my ground-based visual tree assessment.

1.0 SCOPE OF REPORT (continued…)

1.4 Report Limitations & Methodologies (continued...)

1.4.4 *Targets* and *Occupancy Rates* considered in my tree risk assessment were determined based on a conversation and agreement with the client, as well as my site observations. Targets considered in this tree risk assessment are detailed within section 1.1.1.

1.4.5 The *time frame* for my tree risk assessment is three (3x) years.

1.4.6 Tools used during my survey included: a nylon hammer to 'sound' the tree and tree parts; a probe to measure the depth of cavities and open wounds, as well as to explore soil conditions; and binoculars to observe upper portions of the tree. Tree dimensions were recorded using hand tools such as a laser rangefinder, diameter tape and measuring tape.

1.4.7 The statements, findings and recommendations made within the report do not take into account any effects of extreme climate and weather incidents, vandalism, changes in the natural and/or built environment around the trees after the date of this report, nor any damage whether physical, chemical or otherwise.

1.4.8 Information contained within my report is solely for the use of the tree owner and manager to assist in the decision-making process regarding the management of the tree. Tree risk assessments are simply tools which should be used in conjunction with the owner or tree manager's knowledge, other information and observations related to the specific tree or trees discussed, and sound decision-making.

1.4.9 Tree risk ratings are derived from a combination of three factors: the likelihood of failure, the likelihood of the failed tree part impacting a target and the consequences of the target being struck. These factors are then used to categorise tree risk as extreme, high, moderate or low.

2.0 TREE PROTECTION STATUS

2.1 Statutory Protection

2.1.1 The Town & Country Planning (Tree Preservation) (England) Regulations 2012 and the Town & Country Planning Act 1990 (as amended) provide legislative protection for trees within England.

2.1.2 I conducted a tree protection status check on 12th November 2026, by accessing the Adur and Worthing Councils' interactive mapping website:

https://www.adur-worthing.gov.uk/maps/general-map/

2.2 Tree Preservation Order (TPO) Status

2.2.1 The Monterey cypress tree discussed throughout this report is not subject to a TPO.

2.3 Conservation Area (CA) Status

2.3.1 Manor House and the Monterey cypress tree are located within a Conservation Area: ACA04 - Shoreham-by-Sea, designated in May 1971.

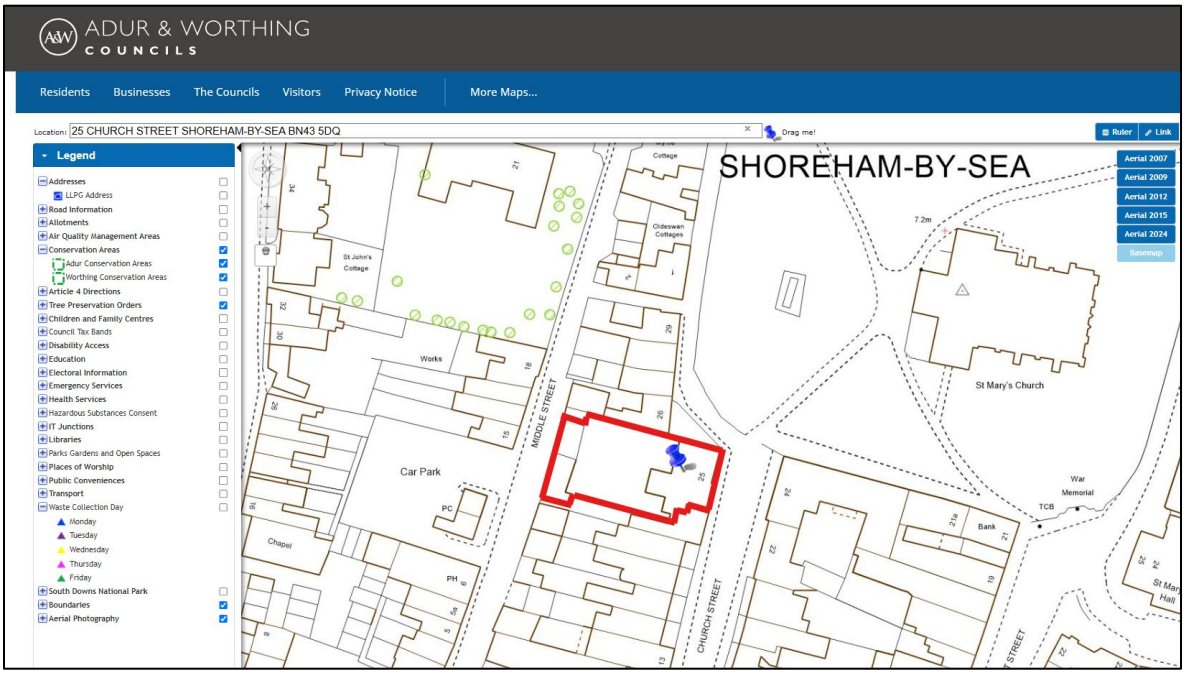


Figure 2: Annotated image obtained from the Adur and Worthing Councils' website showing the approximate location of the Manor House curtilage.

2.4 Tree Management Implications

2.4.1 Under the Town and Country Planning Act 1990 (as amended), a Section 211 Notice must be served upon Adur and Worthing Councils, providing them with 6 weeks' notice of any intention to implement works to protected trees.

2.4.2 This status affects all trees of a stem diameter greater than 75 millimetres, when measured at 1.5 metres above ground level. Therefore, the Monterey cypress tree will be protected by virtue of its location in the designated Shoreham-by-the-Sea Conservation Area.

2.4.3 The purpose of this notice is to provide the Adur and Worthing Councils with an opportunity to consider whether a TPO should be made in respect of the tree.

2.0 TREE PROTECTION STATUS (continued…)

2.5 Assessment of Ecological Associations & Potential Constraints

2.5.1 Following my tree survey, based on my visual observations of the various tree features associated with the Monterey cypress tree, I believe that there is a ***LOW*** potential for wildlife and ecological associations with the tree. I consider ecological associations to be limited to nesting birds and squirrels.

2.5.2 The Wildlife and Countryside Act 1981, as amended by the Countryside and Rights of Way Act 2000, and the Conservation of Habitats and Species Regulations 2010, provide statutory protection to birds, bats, insects and other species that inhabit trees, hedgerows, or other associated vegetation.

2.5.3 Anyone proposing to carry out work on a tree which may be used as a roost site for bats or by other protected species should first consult Natural England, tel. 0300 060 3900, e-mail: enquiries@natural-england.org.uk.

2.5.4 Works to trees during the nesting season (generally March - August) may result in disturbance to nesting birds. All birds, nests that are either in use or being built, eggs and chicks are protected by law. The Monterey cypress tree must be thoroughly assessed for protected species prior to the implementation of any recommended tree works.

3.0 TREE & SITE DETAILS

Species	Monterey cypress (*Cupressus macrocarpa*)			
Stem Diameter at 1.5 m	805 mm			
Age	Mature			
Tree Height	16.0 m			
Crown Spread	North: 10.0 m	East: 8.0 m	South: 4.0 m	West: 7.0 m
Vitality	Normal			
Location	Rear amenity garden serving 25 Church Street			
Targets	Persons	Located: N/E/S/W	Target within: Dripline	Occupancy: Frequent
	Property (25 Church Street)	Located: NE	Target within: 1x tree height	Occupancy: Constant
	Property (Coach House)	Located: W	Target within: Dripline	Occupancy: Constant
	Vehicles (Passing)	Located: W	Target within: 1x tree height	Occupancy: Frequent
	Vehicles (Parked)	Located: W	Target within: 1x tree height	Occupancy: Constant
Rooting Environment	• Constrained rooting zone to the north, south & west, resulting from the foundations serving the boundary walls & the ancillary coach house and associated hard standing. • Public highway (Middle Street) to the west. • Remaining rooting zone to the east well-maintained grass lawn & mature shrub beds. • No evidence of pests, disease or fungal pathogens.			
Buttress / Lateral Roots	• Buried root collar, by approx. 400 mm. • Cambial dysfunction observed in sections of buried bark. • Well-developed buttress to the south. • No evidence of pests, disease or fungal pathogens.			
Main Stem	• Single-stemmed specimen with a sweep expressed towards the north, self-corrected at approx. 6.0 m above ground level, not currently of concern. • Good resonance[1] emitted from ground level to a height of approx. 2.5 m. • Multiple occluding & fully occluded wounds located between approx. 2.0 & 6.0 m, attributed to historical crown lifting operations, not currently of concern. • 3x co-dominant stems developing between 5.0 & 6.0 m. • All co-dominant stems historically, unsympathetically topped at approx. 12.0 m, with significant multi-branched regrowth developing from suspected weak points of attachment. • No evidence of pest, disease or fungal pathogens.			
Crown	• Open-grown formation, expressing good crown symmetry. • Lost section of canopy observed from southern flank, resulting in significant exposure of the inner crown to dynamic and torsional loading, of immediate concern. • Seven secondary branches with longitudinal cracks identified, of immediate concern. • Multiple secondary branches with included bark unions, of immediate concern. • Multiple non-fused, crossing & rubbing branches present, not currently of concern. • Empty bird's nest present within western crown.			

[1] Trees are sounded with a nylon hammer as part of the visual assessment to detect variations in resonance. Where there is wood degradation and cavities, the sound will resonate with a deeper tone than when the wood is solid. Areas of dead bark will return a loud and sharp 'crack'. Sounding is ordinarily carried out around the full circumference of the tree stem from ground level to at least 2.0 metres in height, where access permits.

4.0 PHOTOGRAPHIC OVERVIEW



Figure 3: Annotated photograph of the branch network with multiple observed longitudinal cracks illustrated in red.



Figure 4: Photograph of the open crack present within the Monterey cypress tree's eastern co-dominant stem.



Figure 5: Photograph of the open crack present within the Monterey cypress tree's western co-dominant stem.

5.0 CONCLUSIONS & RECOMMENDATIONS

5.1 Conclusions

5.1.1 During my visual tree assessment of the Monterey cypress tree, I identified that the tree's buttresses were partially buried, mostly to the north, east and west. This has resulted in cambial dysfunction in the buried sections. I estimate, following hand excavations, that the soils were historically raised by approximately 400 millimetres. Whilst this is a historical feature, it almost certainly has had a detrimental impact upon the tree's water and nutrient uptake and, conversely, the transportation of sugars to the roots.

5.1.2 I also observed that the tree has been unsympathetically managed in the past, with significant crown lifting operations occurring to a height of approximately 6.0 metres, coupled with the topping out of the crown to a height of approximately 12.0 metres above ground level. The wounds resulting from the crown lifting operations have good wound wood formation; however, the regrowth developing from the topping points is dense and forming from weak points of attachment, together with weak included bark unions.

5.1.3 I identified seven (7x) longitudinal cracks present within the co-dominant stems, primary and secondary branches. Many are classified as points of imminent failure, as they feature open cracks with exposed sapwood and non-functioning heartwood, whilst others are categorised as repaired defects, with pointy-nosed ribs, where wound wood has formed a superficial bridge across the crack. That said, they remain a likely point of failure.

5.1.4 The quantity and distribution of the identified cracks throughout the tree's branch network suggest that the tree is regularly subjected to adverse wind loading. Crown cover on the southern aspect has been lost historically, either through storm damage or removal. This has permitted southern winds to flow through the crown structure, as opposed to over and around it, as is typical of trees with a full crown. This wind exposure has subjected multiple co-dominant stems and primary and secondary branches to torsional loading from the prevailing southerly winds, resulting in longitudinal cracks.

5.1.5 The Monterey cypress appears to be in good physiological condition, with good needle formation and distribution throughout the crown. However, the same cannot be said for the tree's structural condition. The presence of several longitudinal cracks represents a significantly increased risk of stem failure in the multiple co-dominant stems, primary and secondary branches.

5.1.6 I have provided detailed specifications of tree works to remove the risk of co-dominant stems, primary and secondary branch failures.

5.1.7 I am conscious that the Monterey cypress tree is afforded statutory protection by virtue of growing within a designated Conservation Area. Consequently, once Adur and Worthing Councils is in receipt of a Section 211 Notice, the tree will be evaluated for suitability for a new tree preservation order. As such, I have completed a **T**ree **E**valuation **M**ethod for **P**reservation **O**rders (TEMPO); please refer to Appendix D for an example of the completed workflow.

5.1.8 Following the process of the TEMPO workflow, the Monterey cypress scored a total of six (6x) points; in conclusion, the creation of a new Tree Preservation Order would in my professional opinion be viewed as indefensible.

5.0 CONCLUSIONS & RECOMMENDATIONS (continued…)

5.2 Monterey Cypress Tree Risk Assessment

5.2.1 I have applied the International Society of Arboriculture's (ISA) Tree Risk Assessment methodology, referred to as TRAQ. This is a 'qualitative' system which uses a matrix-based combination of ratings to reach a conclusion of associated risk. More detail can be found in Appendix B and Appendix C below.

Target	Tree Part	Likelihood of Failure	Likelihood of Impact	Failure & Impact	Consequences	Risk Rating
People	Co-dominant stems, primary & secondary branches	Imminent	Medium	Likely	Severe	**High**
Property (25 Church Street)	Co-dominant stems, primary & secondary branches	Imminent	Very Low	Unlikely	Minor	Low
Property (Coach House)	Co-dominant stems, primary & secondary branches	Imminent	High	Very Likely	Minor	Moderate
Vehicles (passing)	Co-dominant stems, primary & secondary branches	Imminent	Medium	Likely	Minor	Moderate
Vehicles (parked)	Co-dominant stems, primary & secondary branches	Imminent	Medium	Very Likely	Minor	Moderate

5.2.2 Using the methods outlined in this report, as well as the results of my visual tree assessment, it is my professional judgement that the Monterey cypress tree at this site has an *overall tree risk rating* of ***High***.

5.3 Monterey Cypress Tree Recommendations

5.3.1 I recommend the following tree management operations to address identified tree features with a higher likelihood of failure; to mitigate associated tree risk. I have provided detailed specifications and explanations for my recommendations in Section 6.5 below.

Tree work:

- Remove, sectional dismantle, grind out stump

Residual Risk: low/none

Timeline for Completion:

- 2 months

5.3.2 It is important to understand that tree conditions do change over time, and as such, visual re-assessment is recommended annually and after major (named) storm events. This can be arranged through Bartlett Tree Experts and either the Consultancy service or your local Office.

I trust that the contents and recommendations contained within this report were informative, easy to understand and helpful to you, with regard to managing your tree.

Should you have any further questions or concerns, please do not hesitate to contact me again.

REPORT CLASSIFICATION: Visual Tree Assessment Report

REPORT STATUS: Final

REPORT COMPLETED BY: Mr James Percy-Lancaster *CertArb TechArborA*
Senior Arboricultural Consultant

SIGNATURE: [redacted]

DATE: 12th November 2026

REPORT REVIEWED BY: Ruth Le Poidevin
Bartlett Tree Experts Administrator- Consultancy

SIGNATURE: [redacted]

DATE: 16th November 2026

APPENDIX A – Risk Assessments & Duty of Care

A.1 Limitations of Tree Risk Assessments

A.1.1 It is important for the tree owner or tree manager to know and understand that all trees pose some degree of risk from failure or other conditions, and as trees are living and dynamic organisms, it is not possible to maintain them free of risk. Some level of risk must be accepted to experience the full range of benefits that trees provide. As such, we reference the National Tree Safety Group (NTSG) publication *Common Sense Risk Management of Trees* (Forestry Commission 2024). This document provides guidance on trees and public safety in the UK for owners, managers, and advisors.

A.1.2 However, the overall tree risk rating, mitigation recommendations, or any other conclusions do not preclude the possibility of failure from undetected conditions, weather events, or other acts of humans or nature. Trees can unpredictably fail even if no defects or other conditions are present. Tree failure can cause adjacent trees to fail, resulting in a "domino effect" that impacts targets outside the foreseeable target zone of this tree. It is the responsibility of the tree owner or manager to schedule repeat or advanced assessments, determine actions, and implement follow-up recommendations, monitoring and/or mitigation.

A.1.3 Bartlett Consulting and Bartlett Tree Experts can make no warranty or guarantee whatsoever regarding the safety of any tree, trees, or parts of trees, regardless of the level of tree risk assessment provided, the risk rating, or the residual risk rating after mitigation. Bartlett Consulting and Bartlett Tree Experts cannot accept any liability in connection with these factors, nor where recommended tree management is not carried out in accordance with modern tree health care techniques, within the timelines proposed and specification provided.

A.1.4 The information in this report should not be considered as making safety, legal, architectural, engineering, landscape architectural, or land surveying advice, nor any other professional advice.

A.1.5 This information is solely for the use of the tree owner or tree manager to assist in the decision-making process regarding their duty of care, tolerability of risk, and management of their tree or trees. Tree risk assessments are simply tools which should be used in conjunction with the owner or tree manager's knowledge, other information and observations related to the specific tree or trees discussed, and sound decision-making.

A.2 Tree Owner's Duty of Care

A.2.1 A tree owner has a duty of care to ensure that all visitors, guests, employees, etc. to their land are safe from harm, and that there is no exposure to risks to that visitor's health and safety. This duty of care means that reasonable care must be taken to avoid acts or omissions that could be reasonably foreseen, leading to harm.

A.2.2 This duty must also be reasonable, proportionate, and reasonably practicable when managing tree risk. Therefore, the tree owner can take a balanced approach to manage the risk, retain the many benefits trees provide, and not waste resources on unnecessary tree management.

A.3 Tolerability of Risk

A.3.1 Some level of risk must be accepted to experience the full range of benefits that trees provide, and an evaluation of what is reasonable to balance the benefit of trees and the risk they pose should be undertaken by the tree owner.

A.3.2 Risks which are considered tolerable are risks which the tree owner, visitors, guests, employees, and the wider public are prepared to accept to secure the associated tree benefits. However, tolerable risks come with expectations, such as the trees being accurately assessed; control measures being in place; residual risk as low as reasonably practical; and the risk rating being periodically reviewed.

APPENDIX B – Tree Risk Assessment Glossary

B.1 Bartlett Consulting uses the International Society of Arboriculture's (ISA) Tree Risk Assessment methodology, referred to as TRAQ. This is a 'qualitative' system which uses a matrix-based combination of ratings to reach a conclusion of associated risk. The standard Bartlett Consulting time-line within the TRAQ system is three (03) years, unless otherwise stated within the report.

B.2 Risk is the combination of the 'likelihood' of an event: in this case, the failure of a tree or part of a tree, and the severity of the potential consequences. A hazard is the likely source of harm. The two tables below define both the likelihood and risk levels as per the TRAQ system.

B.3 Tree risk assessment has a unique set of terms with specific meanings. Definitions of all specific terms may be found in the International Society of Arboriculture's *Best Management Practice for Tree Risk Assessment*. Definitions of some of these terms used in this report are as follows:

Classification	**Description of Likelihood of Failure** (As per Dunster, Smiley, Matheny, Lilly 2017)
Improbable	The tree or tree part is not likely to fail during normal weather conditions, and may not fail in extreme weather conditions, within the specified timeframe.
Possible	Failure may be expected in extreme weather conditions, but it is unlikely during normal weather conditions, within the specified timeframe.
Probable	Failure may be expected under normal weather conditions, within the specified timeframe.
Imminent	Failure has started or is most likely to occur in the near future, even if there is no significant wind, weather, or increased load.

Targets are people, property, or activities that could be injured, damaged or disrupted by a tree failure.

Likelihood of Impact may be categorised as high, meaning that a failed tree or tree part will most likely impact a target; medium, meaning the failed tree or tree part is as likely to impact the target as not; low, meaning that the failed tree or tree part is not likely to impact a target; and very low, meaning that the likelihood of a failed tree or tree part impacting the specified target is remote.

Consequences of a known target being struck may be categorised as severe, meaning that impact could involve serious personal injury or death, damage to high-value property, or disruption to important activities; significant, meaning that the impact may involve property damage of moderate to high value, considerable disruption, or personal injury; minor, meaning that impact could cause low to moderate property damage, small disruptions to traffic or a communication utility, or very minor injury; and negligible, meaning that impact may involve low-value property damage or disruption that can be replaced or repaired, and does not involve personal injury.

Risk Level	**Description of Risk** (As per Dunster, Smiley, Matheny, Lilly 2017)
Extreme Risk	Failure is *imminent*, impact & failure is *very likely*, and the consequences of the failure are *severe*. Mitigation will be a high priority or targets must be temporarily controlled.
High Risk	Impact & Failure is *likely* to *very likely* with *significant* consequences; or consequences are *severe* and the Impact & Failure is *likely*. Mitigation measures should be taken.
Moderate Risk	Impact & Failure is *likely* to *very likely* with *minor* consequences; or consequences are *significant* to *severe* with a *somewhat likely* Impact & Failure. Mitigation will be determined by tolerance of risk.
Low Risk	Consequences are either negligible or minor, with corresponding Impact & Failure ratings of either unlikely or somewhat likely respectively. Mitigation may be desirable but not strictly necessary.

Overall Tree Risk is the highest individual risk identified for the tree.

Residual Risk is the level of risk the tree should pose after the recommended mitigation.

APPENDIX C – Tree Survey & Assessment Glossary

C.1 Tree Risk Assessment Levels

C.1.1 The scientific study of tree hazard evaluation and assessment is not an exact science, and there is still much to learn with constantly developing technology, research and calculations. Most limitations of tree hazard evaluation arise from uncertainties with trees and the loads the trees are subjected to.

C.1.2 The three levels of tree evaluation and assessment employed by Bartlett Consulting are those defined in the International Society of Arboriculture's (ISA) *Best Management Practices for Tree Risk Assessment* and *ANSI A300 Tree Risk Assessment Standard*. All three levels are described below, along with the basic limitations of each.

C.2 Level 1 Limited Visual Assessment

C.2.1 A *Level 1 Limited Visual Assessment* (also referred to as a Hazard Survey or Negative Tree Survey) is a visual assessment from a specific perspective of an individual tree or a population of trees near specified targets. These assessments are conducted to identify obvious defects or specified tree conditions (such as dead trees) as agreed with the client and tree owner/manager.

C.2.2 A *Level 1 Limited Visual Assessment* is typically performed from a pre-defined and specified perspective (i.e. from the pavement, street, car parking area(s), woodland edge, etc.), and typically of one side of the tree from that specified perspective. The specified tree or trees are visually assessed to identify tree features, defects, or specific conditions constituting a hazard which result in a likelihood of failure of probable or imminent and would impact the specified target(s).

C.2.3 *Level 1 Limited Visual Assessments* are typically performed to quickly assess large populations of trees to identify trees with the highest likelihood of failure ratings in the population, or trees that are recommended for a higher level of assessment.

C.2.4 A *Level 1 Limited Visual Assessment* typically includes:

a) Identifying the location and/or selection criteria of trees to be assessed.

b) Determining and documenting the most efficient route to be taken.

c) Determining and documenting the method of visual assessment (e.g. walk-by, drive-by).

d) Recording the location of, and assessing the condition of, tree(s) of concern from the defined perspective meeting the predefined criteria (e.g. dead trees, broken branches).

e) Evaluating the risk (a risk rating is optional).

f) Identifying trees needing a higher level of assessment (*Level 2 Basic or Level 3 Advanced*) and/or priority corrective action.

g) Submitting risk mitigation recommendations and/or report.

C.3 Limitations of *Level 1 Limited Visual Assessments*

C.3.1 As the least thorough means of assessment, tree features and/or conditions may not be visible as the inspection is from a particular viewpoint; not all tree features and observations may be visible or apparent at different times of the year; climbers, undergrowth, basal growth, etc. will not be removed, inhibiting the inspection; and the inspection may not be adequate enough to make a risk mitigation recommendation. Residual risk designations for trees are not included.

APPENDIX C – Tree Survey & Assessment Glossary (continued…)

C.4 Level 2 Basic Visual Assessment

C.4.1 A *Level 2 Basic Visual Assessment* is a more detailed visual inspection of a tree and its surrounding site, and a synthesis of the information collected. It requires complete inspection around a tree, including the site and ground conditions / growing environment; visible buttress roots; main stem(s); and branches (as defined in the International Society of Arboriculture's (ISA) *Best Management Practices for Tree Risk Assessment* and *ANSI A300 Tree Risk Assessment Standard*).

C.4.2 A *Level 2 Basic Visual Assessment* allows for all aspects of the tree(s) to be surveyed and the removal of climbers, undergrowth and basal growth. The crown, branches, stem(s), and buttress roots of the specified tree(s) are all assessed to look for notable features, including any defect, decay, dysfunction or other structural weakness, as well as assessing the overall health and vitality of the tree(s). A *Level 2 Basic Visual Assessment* will include the use of hand-tools such as a sounding hammer; depth probe; binoculars, and measuring tapes/laser range finders to record tree dimensions; and possibly a trowel to uncover buttresses. Recommendations for trees that need a higher level of assessment are typically included.

C.4.3 A *Level 2 Basic Visual Assessment* typically includes:

a) Locating and identifying the tree or trees to be assessed.

b) Determining the *targets* and *target zone* for the tree or branches of concern.

c) Reviewing the site history and conditions, and species failure profile.

d) Assessing the potential load on the tree and its parts.

e) Visually assessing general tree health based on observable features at the time.

f) Completing the tree inspection and assessment using tools listed above.

g) Recording all details and observations.

h) Analysing all captured field data to determine the *likelihood of failure* and *consequences of failure* in order to complete a tree risk assessment.

i) Developing mitigation options, recommending a further Level 3 Advanced Assessment, if deemed necessary, and estimating *residual risk* for each mitigation option.

j) Producing and submitting the report, including, when appropriate, advice on re-inspection intervals.

C.5 Limitations of Level 2 Basic Visual Assessments

C.5.1 This visual assessment will only include details and information on tree features and conditions that can be detected from a ground-based inspection on the day of the assessment, using the tools listed in the introduction above. The extent of some internal decay, as well as the type of wood decay, and below ground or high-canopy features or conditions may be difficult to observe, determine or assess.

APPENDIX C – Tree Survey & Assessment Glossary (continued…)

C.6 Level 3 Advanced Assessment

C.6.1 A *Level 3 Advanced Assessment* is performed to provide detailed information about specific tree parts, conditions or features, targets, or site conditions. A *Level 3 Advanced Assessment* typically incorporates all aspects of a *Level 2 Basic Visual Assessment* and is usually conducted after a *Level 2 Basic Visual Assessment* with client approval.

C.6.2 Specialised equipment, data collection and analysis, and/or expertise are typically required for these advanced assessments to provide detailed and in-depth information about specific tree parts, conditions or features, and the likelihood of failure, previously identified in a *Level 2 Basic Visual Assessment*.

C.6.3 A *Level 3 Advanced Assessment* typically includes:

a) Locating and identifying the tree or trees to be assessed.

b) Determining the *targets* and *target zone* for the tree part of concern.

c) Reviewing and updating the *Level 2 Basic Visual Assessment* data as necessary.

d) Completing the advanced assessment using methods and/or techniques as determined necessary and appropriate by the Arborist, and as defined in the Scope of Work.

e) Interpreting and analysing the advanced assessment data and information to update and revise the *likelihood of failure* and *consequences of failure* in order to complete a tree risk assessment.

f) Developing mitigation options and estimating *residual risk* for each mitigation option.

g) Producing and submitting the report, including, when appropriate, advice on re-inspection intervals.

C.7 Limitations of Level 3 Advanced Assessments

C.7.1 Using technology, methodologies and equipment listed below always involves a degree of uncertainty as well as limitations in use. Furthermore, most data is not an accurate measure, but a qualified or quantified estimate.

C.7.2 Arborists employing advanced assessment equipment and technology must have an advanced knowledge of the application and use of the various equipment (e.g. when and where it is appropriate for use and which method); in-depth knowledge of decay fungi and host tree species relationships; training and experience in interpreting data; and likelihood of failure assessment.

APPENDIX C – Tree Survey & Assessment Glossary (continued…)

C.8 Methods of Advanced Assessment

Procedure	Methodology
Aerial Tree Inspection (evaluation of tree structure within crown)	• visual inspection from within the tree crown or from a lift • unmanned aerial vehicle (UAV) photographic inspection • decay testing of branches
Detailed Target Analysis	• property value • use and occupancy statistics • potential disruption of activities
Detailed Site Evaluation	• history evaluation • soil profile inspection to determine root depth • soil mineral and structural testing
Decay Testing	• increment boring • drilling with small-diameter bit • resistance-recording drilling • single path sonic (stress) wave • sonic / impulse tomography • electrical impedance tomography • radiation (radar, X-ray) • advanced analysis for pathogen identification
Tree Health Evaluation	• tree ring analysis (in temperate zone trees) • shoot length measurement • detailed health/vigour analysis • starch assessment
Root Inspection and Evaluation	• root and root collar excavation • root decay evaluation • ground-penetrating radar • sonic / impulse tomography
Storm / Wind Load Analysis	• detailed assessment of tree exposure and protection • computer-based estimations according to engineering models • wind reaction monitoring over a defined interval
Measuring & Assessing the Change in Tree Lean	• visual documentation • plumb line • digital spirit level
Load Testing	• hand pull • measured static pull • measured tree dynamics

Note: All levels of tree inspection, evaluation and assessment consider visible, and detectable, tree observation, conditions and features in proximity to the known and/or assigned targets of the tree or trees being assessed. Regardless of the level selected, any tree risk assessment will be limited to the tree or trees selected, and the detectable conditions at the time of the defined and assigned assessment. The client should also recognize that not all defects will be detectable, and not all failures can be predictable

APPENDIX D - Tree Evaluation Method for Preservation Orders - TEMPO

SURVEY DATA SHEET & DECISION GUIDE

Date: 29th October 2026	Surveyor:	Mr James Percy-Lancaster, Senior Arboricultural Consultant

Tree details	Monterey cypress
TPO Ref (if applicable):	N/A
Owner (if known):	Mr Jonathan Pressley, 25 Church Street, Shoreham by the Sea

REFER TO GUIDANCE NOTE FOR ALL DEFINITIONS

Part 1: Amenity assessment

a) Condition & suitability for TPO

5) Good	Highly suitable
3) Fair/satisfactory	Suitable
1) Poor	Unlikely to be suitable
0) Dead/dying/dangerous*	Unsuitable

** Relates to existing context and is intended to apply to severe irremediable defects only*

Score & Notes
1) Poor (multiple structural defects)

b) Retention span (in years) & suitability for TPO

5) 100+	Highly suitable
4) 40-100	Very suitable
2) 20-40	Suitable
1) 10-20	Just suitable
0) <10*	Unsuitable

**Includes trees which are an existing or near future nuisance, including those clearly outgrowing their context, or which are significantly negating the potential of other trees of better quality*

Score & Notes
1) 10-20

c) Relative public visibility & suitability for TPO

Consider realistic potential for future visibility with changed land use

5) Very large trees with some visibility, or prominent large trees	Highly suitable
4) Large trees, or medium trees clearly visible to the public	Suitable
3) Medium trees, or large trees with limited view only	Suitable
2) Young, small, or medium/large trees visible only with difficulty	Barely suitable
1) Trees not visible to the public, regardless of size	Probably unsuitable

Score & Notes
4) Clearly visible to the public

d) Other factors

Trees must have accrued 7 or more points (with no zero score) to qualify

5) Principal components of formal arboricultural features, or veteran trees
4) Tree groups, or principal members of groups important for their cohesion
3) Trees with identifiable historic, commemorative or habitat importance
2) Trees of particularly good form, especially if rare or unusual
1) Trees with none of the above additional redeeming features (inc. those of indifferent form)
-1) Trees with poor form or which are generally unsuitable for their location

Score & Notes
N/A

Part 2: Expediency assessment

Trees must have accrued 10 or more points to qualify

5) Immediate threat to tree inc. s.211 Notice
3) Foreseeable threat to tree
2) Perceived threat to tree
1) Precautionary only

Score & Notes
N/A

Part 3: Decision guide

Any 0	Do not apply TPO
1-6	TPO indefensible
7-11	Does not merit TPO
12-15	TPO defensible
16+	Definitely merits TPO

Add Scores for Total: 6

Decision: TPO indefensible