



To: Executive Councillor for Streets and Open Space:
Councillor Anna Smith

Report by: Alistair Wilson, Streets and Open Space –
Development Manager

Relevant scrutiny committee: Community Services Scrutiny 29th June 2017

Wards affected: All

TREE MAINTENANCE FRAMEWORK CONTRACT 2017 onwards

Key Decision

1. Executive summary

- 1.1 The current framework agreement for tree maintenance services has expired.
- 1.2 Officers are seeking permission to commence a formal tender process for the provision of tree maintenance services for a period of 3 years from November 2017.
- 1.3 This framework approach follows the previously agreed format approved by the Executive Councillor for City Centre and Public Places on the 11th July 2014.
- 1.4 The new framework is a continuation of current working practice and will continue to cover a wide range of tree maintenance services for existing trees as well as tree planting and establishment services for new trees.
- 1.5 The value of the framework agreement over its 3.5 year life is estimated at £825,000 inclusive of VAT, therefore this is a key decision.

2. Recommendations

The Executive Councillor is recommended:

- a) To authorise the Head of Environmental Services to invite and evaluate tenders for contractors to provide tree maintenance services for 2017 to 2021;
- b) To authorise the Strategic Director to award the contract(s) to the most favourable tender(s), in accordance with pre-determined evaluation criteria.

3. Background

- 3.1 Previously the City Council has had a framework agreement that provides the Council's tree maintenance services.
- 3.2 There were 7 suppliers on the previous framework. The framework agreement is very effective and provides very good service and value to the Council. Most services are called off as required using a mini-competition process, with some small elements of emergency and specialist work being awarded direct to specific suppliers.
- 3.3 The council manages around 25,000 trees including those on the highway, communal housing land, open spaces and nature reserves.
- 3.4 The framework will encompass a wide range of tree maintenance services for existing trees as well as tree planting and establishment services for new trees. Work tasks under the framework will be raised on an ongoing basis and be very varied in scope and scale ranging from one off specialist tree operations to routine maintenance of batches of a thousand or more trees.
- 3.5 The requirement will be split into three lots. Each lot will be subject to specific service response times and a minimum number of suppliers on each lot (subject to satisfactory market response). The lot details are as follows:

Lot 1: Tree maintenance services – Emergency out of hours Service.
3 or more suppliers
1. Emergency (Out of normal working hours) service. Service response time on site within 90 minutes.

Lot 2: Tree maintenance services

- 1. Emergency (In normal working hours) service. Service response time on site within 120 minutes
- 2. High priority. Works to be completed within 24 hours

- 3. Priority service. Works to be completed within 5 days
- 4. Planned maintenance service. Works to be completed to agreed schedules. 6 or more suppliers

Lot 3: Tree planting and establishment services. Works to be completed to agreed schedules. 3 or more suppliers

- 3.6 The framework does not determine policies; it is an established method of carry out work identified by Officers.
- 3.7 There are wider strategic issues that will impact on this proposed procurement exercise, particularly the tree strategy which aims, amongst other objectives, to increase tree canopy cover for the purposes of climate change adaptation, to improve planting rates and establishment, create a more strategic approach to statutory tree protection and encourage a healthy tree population through the application of best practice.
- 3.8 The current framework agreement (and the associated supplier call-off contracts that flow from that) expired at the end of April 2017. It is proposed to complete this framework in phases.

Phase 1 – Short term - A new tendered arrangement and agreement will run its course November 2017 – no further action required.

Phase 2 – Long term – A framework agreement that will run for 3.5 years from 2017 to the beginning of May 2021. This paper specifically seeks approval for that new framework to be awarded.

- 3.9 The procurement exercises under Phases 2 will exceed the EU procurement threshold for services and thus will be subject to the full European procurement regime.

4. Implications

(a) Financial Implications

A new 3 year framework will start in 1 December 2017. The value of the framework agreement over its 3.5 year life is estimated at £825,000 inclusive of VAT.

(b) Staffing Implications

None identified

(c) Equality and Poverty Implications

All tenders shall be dealt with in accordance with the Council's constitution and contract procedure rules. An EQIA has been undertaken and there are no issues identified.

(d) **Environmental Implications**

It is considered that these recommendations will have a low positive impact.

(e) **Procurement**

The procurement will exceed the EU procurement threshold for services and thus will be subject to the full European procurement regime.

(f) **Consultation and communication**

The process will follow the procurement policy rules.

(g) **Community Safety**

No negative impacts identified.

5. Background papers

Report to Executive Councillor for City Centre and Public Places 11th July 2014; and
Tree Maintenance Framework 2010 to 2014

6. Appendices

None

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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