



ASPLEY GUISE PARISH COUNCIL

Tree Work

Introduction:

The risk management schedule includes the following: Ensure Trees on PC property are kept in a safe and healthy condition and states that trees must be inspected on a regular basis by a competent person. A Tree survey was undertaken in March 2021 for Browns Way, Townlands and The Common, which identified the following: (Note the tender only requested the play area at The Common but the whole area was surveyed).

Out of 128 features (100 Trees and 28 groups of trees) in total the report identifies 37 features (30 trees and 7 groups) where work is required split into:

- **Urgent (within 4 weeks) - 2 at Browns Way**
- **High (within 4 months) – 12 The Common, 1 Browns Way**
- **Moderate (within 16 months) – 9 The Common, 1 Townlands, 4 Browns Way**
- **Low (within 24 months) – 4 The Common, 4 Browns Way**

Budget:

This budget includes £1,300 for tree related work, any overspend will need to come out of General Reserves.

Planning Permission:

I asked one of the Tree Officers at CBC if any permission were required or if any of the trees were protected by a Tree Preservation Order. He has advised the only thing we should do to be prudent is apply for planning permission for the area at the southern edge of Browns Way that backs onto the northern edge of the conservation area at Mill Way. This impacts trees T96, T97, G27, and T98 on the plan. **The Planning application for these was submitted on the 1st April.**

Tender:

A tender was issued for the Tree work on the 10/3/21 (see Appendix 1) that covered the 2 areas owned and managed by Aspley Guise Parish Council: Browns Way and Townlands plus The Common leased to the Aspley Guise Sports Trust (AGST). Note it is AGST responsibility to maintain the trees on The Common under the terms of the lease. The tender asked for quotes for the Urgent, High and Moderate work ONLY and was sent to 5 contractors.

Aspley Guise Sports Trust:

AGST have been asked their thoughts on how to deal with the work at The Common. Out of the 5 quotes, 2 were further discounted if all work was commissioned together i.e. Browns Way, Townlands and the Common. The Sports Trust have written to the PC, advising that although the lease agreement specifies trees are to be maintained by themselves, they think the PC should fund the cost of this work.



ASPLEY GUISE PARISH COUNCIL

Quotes: (Appendix 2 for details – all pricing excluding VAT)

Under the AGPC Financials regulation policy the Council should strive to obtain 3 quotes where the spend is between £1,001 and £5,000 and where work is in excess of £5,001 3 quotes must be obtained. The minimum requirement for Contractors for Employers and Public Liability Insurance is £5m.

Please see the table in Appendix 2 for the breakdown of the Quotes from 5 Contractors. All contractors meet the Insurance requirements and 4 out of the 5 provided 2 references (Note these have not been checked).

Contractor 1 is the most competitive quote at £2,300 for Browns Way and Townlands combined plus £2,400 for The Common.

Contractor 4 is the 2nd most competitive at £3,060 for Browns Way and Townlands plus £3,840 for The Common. However, if both areas are commissioned then they offer a 20% discount bringing the total cost to £5,520

However, if the PC are minded to only commission the work for Browns Way and Townlands, and AGST seek to select a different quote from those sourced then Contractor 2 is the most competitive at £2,212.50

Conclusion:

Cllr Bailey has raised a motion to reject the Sports Trust request to fund the cost of the work at The Common, as it is their responsibility under the terms of the lease agreement.

Therefore, at this stage the PC are only being asked to consider quotes for Browns Way and Townlands only.

Contractor 2 is the cheapest quote at £2,212.50, Contractor 1 is the 2nd cheapest at £2,300. Neither of these contractors have been used by the PC in the past, but both meet the insurance requirements, and both have provided 2 references, although these have not been verified.

Contractor 4 is the 3rd option at a price of £3,060. The PC has used this contractor in the past and they have always carried out a professional job.

My recommendation to the PC is to select either Contractor 1 or 2.

Lynne Simons
AG Parish Clerk & RFO
12th April 2021



ASPLEY GUISE PARISH COUNCIL

Appendix 1

Good Afternoon,

Aspley Guise Parish Council has commissioned a Tree Survey on 3 areas of PC owned land. This survey has identified the following:

Out of 128 features (100 Trees and 28 groups of trees) in total the report identifies 37 features (30 trees and 7 groups) where work is required split into:

- **Urgent (within 4 weeks) - 2 at Browns Way**
- **High (within 4 months) – 12 The Common, 1 Browns Way**
- **Moderate (within 16 months) – 9 The Common, 1 Townlands, 4 Browns Way**
- **Low (within 24 months) – 4 The Common, 4 Browns Way**

The attached PDF's list the work required and location of the Trees or group of trees.

You are invited to tender for this work, so please can you provide a quote to include the Urgent, High and Moderate work only – 29 items in total and split down as follows:

1. Split into the 3 categories Urgent, High and Moderate – if the price for doing all 3 together is cheaper than if only doing 1 or 2 or them, please can you specify the difference
2. Quote for The Common 25 items separately – but again please specify any price difference (if any) between carrying out the work in one go across all 3 areas or this one independently.

- Please can you confirm you have Public and Employers Liability Insurance of £5m each minimum and provide certificates.
- Please provide 2 references
- **Please submit your quotes by close of play on the 28th March 2021**
- If you do not wish to take part in this tender please advise

Any questions please ask.

Thank you



ASPLEY GUISE PARISH COUNCIL

Tree Work

Pricing excluding VAT

Supplier	EL Ins	PL Ins	References	Browns Way & Townlands					Common					Total Cost for Both	Discounted price for both areas if different	Discount Applied	Waste disposal
				URGENT	HIGH	MODERATE	Total	Total Discounted price for all 3	URGENT	HIGH	MODERATE	Total	Discounted price for all 3				
Contractor 1 (G)	£10m	£5m	2 provided not checked	£450.00	£600.00	£1,600.00	£2,650.00	£2,300.00	£0.00	£2,000.00	£800.00	£2,800.00	£2,400.00	£4,700.00			waste to be chipped on site where possible/logs to remain as habitat if suitable
Contractor 2 (G2)	£10m	£10m	2 provided not checked	£412.50	£493.00	£1,307.00	£2,212.50		£0.00	£3,032.00	£1,393.00	£4,425.00		£6,637.50			All waste to be removed from site
Contractor 3 (B)	£10m	£5m	not provided	£440.00	£950.00	£2,230.00	£3,620.00		£0.00	£5,240.00	£1,910.00	£7,150.00		£10,770.00	£9,693.00	10%	All waste to be removed from site
Contractor 4 (T)	£10m	£5m	2 provided not checked	£740.00	£620.00	£1,700.00	£3,060.00		£0.00	£2,840.00	£1,000.00	£3,840.00		£6,900.00	£5,520.00	20%	All waste to be removed from site
Contractor 5 (D)	£5m	£10m	2 provided not checked	£500.00	£3,800.00	£2,900.00	£7,200.00		£0.00	£3,000.00	£1,500.00	£4,500.00		£11,700.00			All waste to be removed from site