**THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA**

**ARBORICULTURAL SERVICES CONTRACT 2024 - 2027**

**CONTRACT SPECIFICATIONS and CONTRACT MANAGEMENT**

**The Contractor must comply with these Specifications and the Contract Management Stipulations that accompany them**.

**COMMUNAL TREE MAINTENANCE – NON-TREE SURGERY OPERATIONS**

**1. Supply and Install new Tree Stake/s**

1.1 Remove existing stake/s, including if applicable broken end within ground, and supply and install approved new stake (as specified above). Re-use existing tie where possible.

**2. Tree Stake Removal**

2.1 Removal of unwanted stake by either removing entirely from ground and backfilling hole with washed gravel or soil (depending on existing surface), or by removing upper part and driving remainder to no less than 2cm below surface level.

**3. Supply and Fix new Tree Tie**

3.1 Remove existing tree tie and replace with new tie as specified above. Ensure that a finger can be inserted between the tree and tie.

**4. Supply and install ‘Arbortech Tree Shield’ tree guard.**

4.1 Fix guard to stake using approved fencing staples and secure side opposite stake with cable ties.

**5. Remove Arbortech or Weldmesh Guard.**

5.1 Remove Arbortech or Weldmesh type guard and reuse. If reuse is not possible guard is to be disposed of responsibly.

**6. Remove cast iron tree grill and reinstate level using approved material.**

6.1 Take up existing tree grille, carefully remove by unbolting or cutting tree guard and associated support frames. Reinstate level with soil or gravel depending on existing surface.

**7. Remove Watering Tube**.

7.1 Remove unwanted watering tube entirely from ground and top up levels with type one or, cut tube off no less than 20mm below existing levels making good and topping up levels to match existing with type one.

**8. Remove Recently Planted Failed Tree.**

8.1 Remove small dead or unwanted trees less than three years old since planting or less than 10cm DBH, remove all stakes, guards, ties and sundries and remove to tip. Applies to trees that can be dug out relatively easily by hand or are within the size category and loose in the ground. Leave site swept clean with the pit topped up and consolidated with soil, level with the surrounding surface.

**9. Removal of ivy/climber from stem up to 1.5M**

9.1 Sever ivy from the base of the tree to a height of 1.5M. If tree is situated in a bed where there is ground cover, cut back the ivy 20cm from around the base to slow the return of the ivy to the tree. Remove all debris from the site

**COMMUNAL TREE MAINTENANCE - TREE SURGERY OPERATIONS**

**10. General Pruning 1 (GP1)**

10.1 Check all cavities and bark wounds paying special attention to old pollard and reduction points. Any defects which cause the tree to be considered a hazard should be reported to the Authorised Officer as soon as reasonably practicable and prior to the commencement of any further works.

10.2 All dead, dying, damaged or diseased wood shall be removed.

10.3 Remove all basal suckers and epicormic growth on the trunk to 5.5 m and remove all weeds from the soil around the base of the tree equal to pavement level or the adjacent surface.

10.4 Reduce all branches to allow approximately 2m clearance from adjacent property and street furniture. Truncated branches should always be avoided and branches should therefore be pruned back to secondary growth.

10.5 Lift canopies to statutory height requirements of 2.5 metres over footway and 5.5 metres over highway.

**10.6 A GP1 can be undertaken without accessing and undertaking pruning in the entire canopy. However, if any dangerous/hanging branches or foreign objects are present in a tree’s canopy since the time of most recent inspection, these should be removed.**

**11. General Pruning 2 (GP2)**

11.1 Check all cavities and bark wounds paying special attention to old pollard and reduction points. Any defects which cause the tree to be considered a hazard should be reported to the Authorised Officer as soon as reasonably practicable and prior to the commencement of any further works.

11.2 All plane trees are to be inspected for Massaria disease (Splanchnonema platani) and any infected limbs removed. The Authorised Officer is to be informed of any cases of Massaria found within RBKC. DocuSign Envelope

11.3 All dead, dying, damaged or diseased wood including hazardous/weak branches shall be removed. In addition to this, the removal of any foreign objects such as wire, polythene, plastic bags, items of clothing/furniture etc, must also be undertaken.

11.4 Remove all basal suckers and epicormic growth on the trunk to 5.5 m.

11.5 Reduce all branches to allow 2 metres clearance from adjacent building elevations/roofs and 1.5 metres from any and all street furniture.

11.6 Lift canopies to a height of 5.5 metres over highway. (This will not be possible with many smaller trees. The Authorised Officer may have specified a lift height. If no height has been specified, operatives are expected to use common sense when deciding on a lift height.

11.7 Formative pruning in accordance with BS 3998: 2010 section 7.4 must be undertaken throughout the entire tree canopy as follows: i) If two branches are crossing each other and likely to rub together one of them should be removed. ii) Potentially weak unions should be managed so that only one dominant stem or branch continues to grow from such a union. Where the removal of an unwanted co-dominant limb would create a large wound, it should instead be shortened, thus causing it to lose dominance.

**12. Cut back from street furniture**

12.1 Reduce branches/canopy back from any and all street furniture to provide 1.5 metres clearance.

**13. Cut back from building elevations/roofs**

13.1 Reduce branches/canopy back from adjacent building elevations/roofs to provide 2 metres clearance.

**14. Crown Reduction**

14.1 A specified reduction in crown size. Branches should be cut back to appropriate side buds or branches to reduce the height and spread of a crown, whilst maintaining overall symmetry whenever practical. On completion the shape of the crown should be well balanced and in character with the species concerned. Unless advised otherwise, minor ‘furnishing’ branches must be left within the crown. This specification also includes all operations listed under General Pruning 2 (GP2)

**15. Reducing re-growth back to the most recent reduction points**

15.1 When it is specified that a tree is to be “reduced back to old reduction points”, it is expected that all growth should be removed back to such points. In cases where there is more than one visible line of old reduction points, regrowth shall be removed from the most recent of these only. All final cuts in these operations must be carried out using hand tools, thus leaving clean cuts at the appropriate branch collar, without leaving stubs or ‘flush cuts’. (If decay is discovered in the old reduction points, the Authorised Officer must be informed). Cutting beyond reduction points to save time and to reduce the number of cuts made will not be tolerated and will be considered to be a default offence under the terms of this contract. This operation also includes all operations listed under General Pruning 2 (GP2).

**16. Reduction of Lateral Branches**

16.1 Where specified, lateral branches of trees will be shortened by a specified amount up to 50% of their length back to appropriate side buds or branches. On completion, the shape of the crown should be well balanced with all branches blending into the new crown shape.

**17. Crown Thinning**

17.1 The removal of a proportion of secondary small live branch growth to produce an even density of foliage, specified in percentage terms. Live branch growth is to be removed from throughout the entire crown and not just from the inner crown. Cutting branches back to the main stem should generally be avoided, although structurally weak or crossing branches should be removed if there is no alternative. Thinning the inner crown only (known as lion-tailing) is not acceptable and will be considered to be a default offence under the terms of this contract. This operation also includes all operations listed under General Pruning 2 (GP2)

**18. Crown thinning from most recent reduction points by up to 80%**

18.1 This operation will be undertaken on trees that have been previously crown reduced, with the intention of re-establishing the canopy by removing up to 80% of ‘witches broom’ re-growth from the most recent reduction points (If decay is discovered in the old reduction points, the Authorised Officer must be informed). This operation also includes all operations listed under General Pruning 2 (GP2).

**19. Crown Lifting**

19.1 The removal of branches, or parts of branches or branch ends, to a specified height above ground level. The finished height of the crown lift will be specified by the Authorised Officer. This operation also includes the removal of epicormics and basal growth as specified in paragraphs 30.1 and 30.2 below.

**20. Removal of Epicormic Growth**

20.1 When specified, epicormic growth from buttress roots, base of main stem, main stem and branches should be removed. Root suckers should be cut back to the source root and not just level with the ground. All final cuts should be made level with the source branch, stem or root so as not to leave a stub. (This will also include the removal of stubs from previous years) 19.2 The normal specification applied is: the removal of epicormic growth from base and main stem to first main limb, or 5.5m. (Removal of epicormic growth must be kept to a consistent height, taking into account the different type and size of trees on each site.

**21. Tree Felling & Stump Removal**

21.1 Sectional or clear felling of trees scheduled for removal. Every care must be taken to avoid damage to all surroundings, especially surfaces and under/over ground services, walls, railings, road signs, fences, trellis, shrubs and garden plants.

21.2 Trees should be felled to leave a stump of 1250mm above ground level if the stump is not removed immediately. If the site cannot be left in a safe condition, for any reason, barriers should be used to cordon off the area in accordance the appropriate guidelines.

21.3 Stumps are to be removed to 200mm below the existing surface within 28 days of felling and a temporary reinstatement of the footway made where applicable. In grass, grindings should be swept, compacted and levelled on the site of the old stump in soft surfaces.

21.4 The Contractor shall ensure the safety of persons and property at all times by provision of screens, skirts, aprons or exclusion zones as necessary.

21.5 When removing stumps by grinding, all parts of the stump including buttress or surface roots should be taken down to a depth of 200mm below the surface, unless otherwise stated. When grubbing tree stumps, the whole of the butt is to be removed, including buttress and surface roots, unless otherwise stated.

21.6 Where stumps cannot be removed, the Contractor will provide and apply chemical treatment in lieu of grinding within the definition of stump removal, to prevent re-growth.

21.7 To achieve the desired depth for grinding, or grubbing, any obstructing surfaces shall be removed and re-instated as necessary, at no additional cost to the Council.

21.8 The Contractor shall excavate trial holes, conduct sufficient investigations and employ banks men, etc., as necessary to determine the presence of underground plant, apparatus, or foreign bodies in or near to stumps to be ground.

21.9 The site shall be left in a safe condition. If it is not possible to temporarily or permanently reinstate the pit the soil must be level with the surrounding surfaces and a full size stake established firmly into the middle of the pit. If the site cannot be made safe from carrying out the above, barriers must be used to cordon off the area in accordance with the New Roads & Street Works Act 1991.

21.10 It may be specified that a stump is to remain. If the Contractor considers that the stump will represent a trip hazard, the Contractor should contact the Authorised Officer before work commences.

**22. Specific Branch Removal**

22.1 Sectional removal of specific branches by size as directed within a works order or under supervision of an authorised officer.

**23. Stump Grinding**

23.1 Cutting existing stump to ground level and grind this, buttress and main roots to 200mm below existing levels. Leave grindings consolidated and level over site of old stump removing excess materials to tip as necessary.

**EMERGENCIES, OUT OF HOURS & HOURLY COSTS**

**24. Emergency Works – During and out of office hours**

24.1 The contractor will provide an emergency call out and attendance service for all times in and out of office hours (Office Hours being 08.00 to 17.00 hours, Monday to Friday) including weekends and bank holidays, as a part of the Contract.

24.2 The contractor will provide the necessary human resources and equipment to enable them to effectively deal with an emergency to the satisfaction of the Authorised Officer. This could range from a two to three man team being called upon, depending on the circumstances surrounding the emergency.

24.3 Payment for emergency works is based on the duration of attendance, including travel time from the Contractors location to the emergency site.

**Permissions for works**

**25. obtaining permission for works in conservations areas and for trees with TPO’s**

25.1 the contractor shall be responsible for submitting all application to carry out works within conservation areas and for trees with Tree protection Orders. The contractor shall ensure that the permission has been received and will only carry out any works once granted.

**Schedule of rates – communal estate trees – Work item**

|  |  |  |  |
| --- | --- | --- | --- |
| **Work item** | **Rate for each item £** | **Estimated annual volume of** | **Rate x volume** |
| **Maintenance – Non Tree Surgery Operations** | | | |
| Supply & install new stake/s |  | 5 |  |
| Tree stake removal (per stake) |  | 10 |  |
| Supply and fix new tree tie (including removal of old tie) |  | 5 |  |
| Install `Arbortech Tree Shield' tree guard (supply and labour) |  | 5 |  |
| Remove tree cage or guard |  | 10 |  |
| Remove cast-iron grille and reinstate level |  | 3 |  |
| Remove watering tube |  | 2 |  |
| Removal of recently planted failed tree and temporarily reinstate tree pit with approved material |  | 5 |  |
| Ivy Removal |  | 20 |  |
| **Sub total of non tree surgery operation** | | |  |
|  | | | |
| **Maintenance – Tree Surgery Operations** | | | |
| **(Small Tree 0-8m, Medium Tree 8.01-15m, Large Tree 15.01-25m, Very Large Tree 25.01m+)** | | | |
| General pruning 1 (small tree) |  | 5 |  |
| General pruning 1 (medium tree) |  | 10 |  |
| General pruning 1 (Large tree) |  | 10 |  |
| General pruning 1 (Very Large tree) |  | 2 |  |
| General pruning 2 (small tree) |  | 5 |  |
| General pruning 2 (medium tree) |  | 10 |  |
| General pruning 2 (large tree) |  | 10 |  |
| General pruning 2 (very large tree) |  | 2 |  |
| Cut back from street furniture to provide 1.5 metres clearance (smalll tree) |  | 7 |  |
| Cut back from street furniture to provide 1.5 metres clearance (medium tree) |  | 10 |  |
| ut back from street furniture to provide 1.5 metres clearance (large tree) |  | 5 |  |
| Cut back from street furniture to provide 1.5 metres clearance (very large tree) |  | 3 |  |
| Cut back from building elevation/s to provide 2 metres clearance (small tree) |  | 10 |  |
| Cut back from building elevation/s to provide 2 metres clearance (medium tree) |  | 10 |  |
| Cut back from building elevation/s to provide 2 metres clearance (large tree) |  | 5 |  |
| Cut back from building elevation/s to provide 2 metres clearance (very large tree) |  | 3 |  |
| Crown reduction by up to 2 metres (small tree) |  | 10 |  |
| Crown reduction by up to 2 metres (medium tree) |  | 12 |  |
| Crown reduction by up to 2 metres (large tree) |  | 10 |  |
| Crown reduction by up to 2 metres (very large tree) |  | 2 |  |
| Crown reduction by up to 4 metres (medium tree) |  | 5 |  |
| Crown reduction by up to 4 metres (large tree) |  | 10 |  |
| Crown reduction by up to 4 metres (very large tree) |  | 4 |  |
| Crown reduction by up to 6 metres (medium tree) |  | 3 |  |
| Crown reduction by up to 6 metres (large tree) |  | 4 |  |
| Crown reduction by up to 6 metres (very large tree) |  | 2 |  |
| Crown reduction by any amount over 6 metres (large tree) |  | 1 |  |
| Crown reduction by by any amount over 6 metres (very large tree) |  | 1 |  |
| Removal of re-growth to previous reduction points (small tree) |  | 10 |  |
| Removal of re-growth to previous reduction points (medium tree) |  | 15 |  |
| Removal of re-growth to previous reduction points (large tree) |  | 15 |  |
| Removal of re-growth to previous reduction points (very large tree) |  | 5 |  |
| Reduction of Lateral Branches by up to 40% - small tree |  | 1 |  |
| Reduction of Lateral Branches by up to 40% - medium tree |  | 3 |  |
| Reduction of Lateral Branches by up to 40% - large tree |  | 3 |  |
| Reduction of Lateral Branches by up to 40% - very large tree |  | 1 |  |
| Crown thinning by up to 20% (small tree) |  | 4 |  |
| Crown thinning by up to 20% (medium tree) |  | 7 |  |
| Crown thinning by up to 20% (large tree) |  | 7 |  |
| Crown thinning by up to 20% (very large tree) |  | 2 |  |
| Crown thinning by up to 30% (small tree) |  | 5 |  |
| Crown thinning by up to 30% (medium tree) |  | 7 |  |
| Crown thinning by up to 30% (large tree) |  | 5 |  |
| Crown thinning by up to 30% (very large tree) |  | 1 |  |
| Crown thinning from most recent reduction points by up to 80% (medium tree) |  | 4 |  |
| Crown thinning from most recent reduction points by up to 80% (large tree) |  | 4 |  |
| Crown thinning from most recent reduction points by up to 80% (very large tree) |  | 2 |  |
| Crown Lifting (small tree) |  | 5 |  |
| Crown Lifting (medium tree) |  | 5 |  |
| Crown Lifting (Large tree) |  | 2 |  |
| Crown Lifting (very large tree) |  | 1 |  |
| Removal of epicormic growth from base and trunk up to 5.5m |  | 10 |  |
| Sectional tree felling and stump removal (small tree) |  | 5 |  |
| Sectional tree felling and stump removal (medium tree) |  | 5 |  |
| Sectional tree felling and stump removal (largetree) |  | 2 |  |
| Sectional tree felling and stump removal (very large tree) |  | 1 |  |
| Specific branch removal |  | 5 |  |
| Stump Grinding – Small (0-20cm diameter) |  | 5 |  |
| Stump Grinding – (Medium 20.01 – 40cm diameter) |  | 5 |  |
| Stump Grinding – Large (40.01-70cm diameter) |  | 3 |  |
| Stump Grinding – Very Large (70.01+ |  | 1 |  |
| Day Rate – Contract Manager |  | 5 |  |
| Day Rate – Lead Arboprist/Climber |  | 5 |  |
| Day Rate – Arborist/Climber |  | 5 |  |
| Day Rate – Groundworker |  | 5 |  |
| Parking suspension – per bay, per day |  | 5 |  |
| MEWP Hire |  | 5 |  |
| Out of hours callout – Team of 2 |  | 2 |  |
| Out of Hours callout – Team of 3 |  | 2 |  |
| **Sub total tree surgery operations** | | |  |
|  |  |  |  |
| **TOTAL TREE PLANTING OPERATIONS + MAINTENANCE - NON TREE SURGERY OPERATIONS + TREE SURGERY OPERATIONS** | | |  |