

**National Asset Delivery**  
**Technical Surveys and Testing**  
**Scope for Arboricultural Safety**  
**Inspections (South) 2021-22**

**CONTENTS AMENDMENT SHEET**

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**LIST OF ANNEXES**

**Appendix 1**   **Supplementary Constraints**

## **1 PURPOSE OF THE SERVICES**

### **1.1 Project objectives**

1.1.1 The principle objective of this project is to ensure all reasonable steps are taken to mitigate any foreseeable hazards presented by trees.

1.1.2 The specification that applies to the *services* is included in Section 6

### **1.2 Scope of services**

1.2.1 The *services* to be provided under this contract are:

- (1) Tree safety inspections on the sections of motorways and trunk roads are M45, M6, M69, A5, A14, A43 and A45. Across these routes there are approx. 141km of high risk areas and 352km of medium risk areas.
- (2) Tree safety inspections of the low priority trees on sections for the following motorways and trunk roads: A52, M1, A38, A1, A46, A50, A42, A5111, A6, A453. Across these routes there is a maximum of 426km of low risk areas requiring inspection
- (3) Undertaking re-inspections of trees where highlighted, in the above areas.
- (4) Recording of safety related observations and tree defects in the Confirm asset management system
- (5) Reporting of tree defects observed by the surveyors outside of the specified areas whilst undertaking their duties (including areas of trees not highlighted as high/medium priority but considered to be such).
- (6) any work requirements and works orders for safety defects shall be raised within the Confirm asset management system
- (7) *Consultant* to provide their inspector(s) with vehicle(s) marked in compliance with Traffic Signs Manual, chapter 8 part 2.
- (8) Collaborative programming of inspection with Highways England

### **1.3 Deliverables**

1.3.1 The *Consultant* is required to produce the following deliverables:

- (1) Visual inspections of trees identified as being in high or medium risk areas on the roads identified.
- (2) Visual inspection of trees identified as being in low risk areas on the roads identified
- (3) Visual condition assessment of third party trees along the specified routes.
- (4) Trees outside of the above areas which are observed by the contractor and considered a hazard to road users, the public and/or third-party property.

- (5) Log data/images in the forms provided in the Confirm system, completing all relevant condition fields.
- (6) Log any inconsistencies between site observation and the asset data held within Confirm.
- (7) A short report following completion of each route detailing any further recommendations and observations.

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## **2 EXISTING INFORMATION**

- 2.1.1 Confirm database schema for tree asset information containing current asset data.
- 2.1.2 ESRI shapefiles containing current landscaped areas to be inspected including their risk priority rating.

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### **3 CONSTRAINTS ON HOW THE CONSULTANT PROVIDES THE SERVICES**

#### **3.1 General**

- 3.1.1 The *Consultant* Provides the Services in such manner as to minimise the risk of damage or disturbance to or destruction of third party property.
- 3.1.2 The *Consultant* complies with the constraints and meets with the requirements outlined in Appendix 1.
- 3.1.3 The *Consultant* submits information detailing how the *Consultant* will provide the Services to the *Client* prior to the *services* commencing. This information will include any lifting plans, risk assessments, method statements, the *Consultant's* staff training information and any other relevant Health and Safety requirements.

#### **3.2 Working hours & site-specific constraints**

- 3.2.1 The *Consultant's* working hours for site works shall be daylight hours, to be agreed with the *Client* prior to commencement on site.
- 3.2.2 No Traffic Management (TM) is to be provided by the *Consultant*. Any TM required to enable inspections must be arranged through the *Client*.
- 3.2.3 Per inspector anticipated length of inspection should not exceed 3km per day to ensure the pace of inspection can be maintained without reducing quality of delivered inspection.

#### **3.3 Health, Safety and Environment & Risk Management**

##### Health and Safety requirements

- 3.3.1 In Providing the Services the *Consultant* meets the requirements of Annex 2 of the supplementary constraints relation to health and safety duties.
- 3.3.2 The *Consultant* shall comply with the requirements of Highways England's safety passport scheme and ensure that all of his employees, and any of his subcontractor's, are registered in accordance with the implementation of the scheme. Details on the scheme can be found here:  
<http://www.highwayssafetyhub.com/safety-passport.html>
- 3.3.3 Not Used
- 3.3.4 Before commencing the construction phase of the *services*, the *Consultant* confirms to the *Client* that adequate welfare facilities are in place. Where the facilities detailed in section 5 are not deemed adequate, the *Consultant* provides all necessary facilities to Provide the Services and to comply with the minimum requirements set out in HSE guidance document L153.

### Environmental requirements

- 3.3.5 In Providing the Services the *Consultant* meets the requirements of Annex 2 of the supplementary constraints in relation to environmental duties.

### Risk Management

- 3.3.6 The *Consultant* identifies, manages and mitigates risks in accordance with the principles of ISO31000.
- 3.3.7 The *Consultant* submits a risk register, which captures all risks associated with the delivery of the services including those identified by the *Client*, with his tender and maintains it for the contract period.



#### 4 REQUIREMENTS FOR THE PROGRAMME

- 4.1.1 The *Consultant* submits programme to the *Client* with his tender.
- 4.1.2 The *Consultant* Provides the Services taking into account the following programme constraints:
- (i) the *starting date* and *completion date* and any post site works, reporting and review period
  - (ii) The services and other things provided by *Client* (see Section 5)
- 4.1.3 The programme should be in the form of an activity and time related bar chart, produced as a result of a critical path analysis.
- 4.1.4 The programme should preferably be provided in either a PDF or MS Excel format and cover the full contract period including post site activities. Activities should be clearly defined and named and the programme should detail the following:
- (i) dates and times associated with the project, including the *starting date*, *completion date* & *Consultant's* planned completion, and any other dates or times that will specifically impact the delivery of the project
  - (ii) an expected distance covered per shift per inspector in order to meet the programme
  - (iii) any programme resulting in greater than 3km length of highway being inspected per day by any surveyor must include a justification of how the pace of inspection can be maintained without reducing quality of delivered inspection
  - (iv) activities associated with delivering the project
- 4.1.5 The *Consultant* should provide details of the proposed resources (plant, labour, subcontractors etc.) expected to deliver each activity. This information can either be shown on the programme itself or provided in an associated resource statement included in the Proposal for Providing the Services.
- 4.1.6 The *Consultant* updates the programme every 2 weeks. The *Consultant* submits an updated programme to the *Client* upon request.

## **5 SERVICES AND OTHER THINGS PROVIDED BY THE *CLIENT***

5.1.1 Not used.

5.1.2 The other things that will be provided by the Client are as follows:

- (1) User accounts for access to Highways England implementation of Confirm asset management system.

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## 6 SPECIFICATION FOR THE SERVICES

- 6.1.1 The *Consultant* shall Provide the Services in accordance with:
- 6.1.2 Surveyors will be qualified to a minimum of the LANTRA PTI certificate and level 3-4 Technicians Certificate in Arboriculture and have a minimum of 2 years' experience undertaking full visual inspection using visual tree assessment (VTA) methods. They should be confident in identifying issues requiring remediation within a period of up to 1 year, be able to identify a wide range of pests and diseases, and identify and record issues which interfere with the safe operation of the highway **as per the current defect recording standards and in line with the DMRB and recommend hazard monitoring intervals and wider tree management objectives.**
- 6.1.3 All inspections and defects to be captured using Confirm Connect on a compatible Android/iOS/Windows device.