

WELWYN HATFIELD BOROUGH COUNCIL
CABINET – 4th February 2025
REPORT OF EXECUTIVE DIRECTOR (RESIDENT SERVICES AND CLIMATE
CHANGE)

AWARD OF CONTRACT FOR URBAN TREE MAINTENANCE

1 Executive Summary

- 1.1 The current contract for Urban Tree Maintenance expires at the end of March 2025 and this report considers its replacement.

2 Recommendation(s)

- 2.1 That Cabinet note the intention to award the Urban Tree Maintenance contract for an initial period commencing on 1st April 2025 and ending 31st December 2027 (with an optional 12 month extension) to Gristwood and Toms Limited.
- 2.2 That Cabinet delegate authority to award the contract to the Executive Director (Resident Services and Climate Change) in consultation with the Executive Director (Finance and Transformation) and the Executive Member (Environment), following discussions with Hertfordshire County Council on their funding levels under the Agency Agreement.

3 Explanation

- 3.1 The council is responsible for the maintenance of 30,000 trees across the Borough and manages this responsibility through three contracts
- a) Maintenance of Urban Trees
 - b) Maintenance of Young Trees
 - c) Maintenance of Woodland Trees
- 3.2 In November 2024, Cabinet agreed :
- 3.2.1 To award the contracts for Maintenance of Young Trees and Maintenance of Woodland Trees to Maydencroft Limited for an initial period of three years, commencing on 1st January 2025
- 3.2.2 To abandon the tender process for Urban Trees and re procure this service
- 3.2.3 To extend the contract with Maydencroft Limited for Urban Trees for three months whilst the Maintenance of Urban Trees contract was tendered
- 3.3 This tender process for Urban Trees has now been completed and the results of the tender process and pricing is included in the Part 2 report.

Implications

Legal Implication(s)

- 3.4 The procurement process was carried out in accordance with the Public Contracts Regulations and the council's Contract Procedure Rules.

4 Financial Implication(s)

- 4.1 The current contract value is £388k. The value of the new contract is £517k. Some provision for increases have been included in the 2025/26 budget, but the increase based on tender submissions is greater than the allowance included.
- 4.2 About half of the trees included in the contract are owned by Hertfordshire County Council, and managed by the Council under an Agency Agreement with Hertfordshire County Council. Officers are currently engaging with HCC to ensure an appropriate share of the costs, and the contact award will not be determined until these discussions have taken place.

5 Risk Management Implications

- 5.1 As with any procurement of this nature there is a risk of challenge from unsuccessful tenderers.

6 Security and Terrorism Implication(s)

- 6.1 None directly associated with this recommendation

7 Procurement Implication(s)

- 7.1 The Procurement has been undertaken in accordance with the Public Contracts Regulations 2015

8 Climate Change Implication(s)

- 8.1 Part of the tender evaluation was allocated to climate change initiatives. Responses from the winning bidders included initiatives around:
- Waste Minimisation
 - Recycling
 - Reduction in energy emissions
 - Vehicle replacement and electric bikes
 - Greener fuel

9 Human Resources Implication(s)

- 9.1 None directly associated with this recommendation

10 Health and Wellbeing Implication(s)

11.1 None directly associated with this recommendation

11 Communication and Engagement Implication(s)

12.1 None directly associated with this recommendation

12 Link to Corporate Priorities

12.1 The subject of this report is linked to the Council's Corporate Priority 'To run an effective council and make financial decisions to deliver efficient and quality services

13 Equality and Diversity

14.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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