

BUSINESS CASE	
Appendix 6 - Mature Tree felling in Angus	
Senior Accountable Officer	<i>Alison Smith</i>
Project Lead	<i>Kevin Robertson</i>
PID Status	002
Background	<p><i>*What is the context of the project and why is the work needed? Describe the current position and include extracts from reports etc. Is this linked to another project, initiative, or service review and if yes, provide details</i></p> <p>Over the last two years COVID-19 has had a severe impact on the council's large tree felling programme. The restrictions on close working have made it impossible to undertake any arboreal training and the additional impact of COVID-19 on available resources has put us back at least two years on where we should be at this stage.</p> <p>We have over thirty very large trees across all Angus burghs which need felling for health and safety purposes and do not have the trained staff available to safely undertake this work. From a safety perspective the risk of physical harm or damage to property escalates as these trees continue to deteriorate with age.</p> <p>The sum of £30,000 would allow us to sub-contract this work to locally based tree surgeons and to allow us to hire mobile elevated work platforms (MEWPs) and where necessary mobile cranes to bring this work up to a manageable level.</p>
Purpose	<p><i>*Clearly explain the purpose of this document and the project. What is the case for change? Why are you doing this work? What are the advantages of analysing and improving things? What is the desired result?</i></p> <p>To address a backlog in our tree felling programme for safety purposes. The lack of training over the last two years has meant we have been unable to replace skilled arboreal staff who have left the service and the number of outstanding high-risk trees has steadily increased.</p> <p>The training of arboreal staff is intensive. This is dangerous work which requires highly skilled operatives with many years' experience to undertake it safely. Several operatives are currently inexperienced in the felling of large mature trees and the short-term employment of external contractors is the most cost-effective means of completing all outstanding work and reduce risks of falling trees.</p>
Strategic Objectives (including SOAP)	<p>Link to Angus Council and Community Plan Economy We want Angus to be a 'go-to' area for businesses</p> <p>Create opportunities for local business to undertake the work for us, forging new relationships and sharing resources.</p>
Project Objectives	<p><i>*Detail each project objective and how it will be measured.</i></p> <p>Using existing outcomes and priorities in the Council and Community Plan</p>
Project Scope	<p><i>*What are the boundaries for this project? Detail what is in scope, out of scope and up for discussion. The more specific you are, the less opportunity there is for misunderstanding at a later stage in the project.</i></p> <p>The works can only be undertaken during the winter period November to March and out with the bird nesting season.</p>
Project Deliverables	<p><i>*What will the project deliver as outputs? Where you can, describe deliverables as tangible items like reports, products or services. Remember to include a date that each deliverable is expected. You'll use this information to monitor milestones.</i></p> <p>Completion will ensure that all unsafe mature trees have been removed and the risk levels in our public open spaces reduced. From a safety perspective the risk of physical harm</p>

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	or damage to property escalates as these trees continue to deteriorate with age.
Constraints	<p><i>*What things must you take into consideration that will influence your deliverables and schedule? These are external variables that you cannot control but need to manage.</i></p> <p>Works will be overseen by parks staff and this may limit timing of operations. There may be further constraints around schools/burial grounds/play areas to ensure works can be undertaken safely.</p>
Benefits	<p><i>*What are the anticipated benefits associated with the project? How will these be measured?</i></p> <p>The project will ensure our parks and open spaces remain safe and that possible damage to adjoining properties is avoided.</p> <p>We will be able to get our tree felling programme back up to date.</p>
Disbenefits	<p><i>*What are the disbenefits associated with the project? How will these be measured?</i></p> <p>The majority of these trees are upwards of seventy years old and their impact on the environment will be lost for generations. The trees will of course be replaced, and our policy is to replace all felled mature trees with three double staked heavy standards. (a tree 12-14cm girth)</p>
Options Appraisal	<p><i>*Alternate options considered at this stage must meet the stated business needs; consider innovative approaches and all delivery possibilities. Options for sourcing delivery, obtaining best value and for technical implementation must also be considered). Audit Scotland has guidance on options appraisal, which can be accessed via this link: https://www.audit-scotland.gov.uk/docs/local/2014/nr_140320_hcw_options_appraisal.pdf</i></p> <p>There are no other options to consider other than removing these trees to remove all associated risks</p>
Organisational Requirements	<p><i>*This could be IT requirements, building or location changes, staffing and training requirements.</i></p> <p>There are no other requirements other than hire plant as and when necessary</p>
Costs	<p><i>*What budget commitments have been made to support the project? How are the costs of the project balanced against the expected benefits?</i></p> <p>Total project costs</p> <p>£30,000</p>
Risk Analysis	<p><i>*A risk register must be developed which: identifies the risks that you will either need to manage or accept; describes what you are going to do to mitigate or manage risks; what action you will take if the risk materializes; what processes are in place to routinely assess the risks associated with your project).</i></p> <p>Our current risk assessments for arboreal works will apply and all risks associated with project delivery will be managed by a competent person.</p>
Dependencies	<p><i>*What are the key dependencies (internal and/or external) to support the successful delivery of the project? External dependencies are external to the project but within the Change Programme (if this is a Change Programme project). Dependencies represent uncertainty and as such should be listed as a project risk).</i></p> <p>Successful delivery of the project is dependent on skilled contractors being available to do the work.</p>

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Project Plan	<p><i>*Provide a project plan which includes key milestones, timescales, and review points. The business case should be reviewed during the project lifetime to test the viability of the project. This should be done once a milestone or key point in the project is reached. Review points should therefore be highlighted as part of the project plan).</i></p> <p>Following procurement, the project can be delivered within the planned timescale</p>
Procurement/Tendering Requirements	<p><i>*Explain whether there are procurement/tendering requirements associated with the project.</i></p> <p>Tendering of external work (Quick Quote)</p>
Legislative Requirements	<p><i>*Must include Health and Safety implications and equality impact assessments).</i></p> <p>Only fully trained and certificated personnel will undertake this work under the direct supervision of a parks team manager.</p>
Intellectual Property Rights (IPR)	<p><i>*Detail any intellectual property rights and/or confidentiality issues associated with this project.</i></p> <p>N/A</p>
Stakeholders	<p><i>*Explain how stakeholders will be identified and how you will communicate with them.</i></p> <p>The appropriate stakeholders will be informed in advance and all works coordinated to reduce any foreseen impact on service delivery or loss of an amenity</p>
Recommendations	