

Wild Flower & Tree Template (circulated by Cllr Widdowson)

Background

Many people wish to do their bit to support and improve the environment, especially where concrete results can be seen. In particular the planting of wild flowers and trees are seen as a good thing to do and an activity which empowers our residents to become engaged to make changes.

5 Easy steps:

1. Is there an appetite for this activity?

Across York the Big Conversation and the Climate Change Pledge have given support for general environmental actions. However, it's a bit 'motherhood and apple pie', so we all need to check that our residents wish to sow flowers and plant trees.

2. Is there a location?

Wild flowers can be planted in verges but there are a few caveats; away from trees, be aware of visibility lines, be aware that the areas are no longer available for sporting activity, be aware that some residents will see the result as scruffy!

Trees are a different matter. It is unlikely that trees can be planted in verges as most verges now have fibres/drains/cables laid through them. The best place to plant trees is more open spaces. However the trees need close maintenance for at least 3 years, so residents need to commit.

3. Is there a budget?

Attached is a wild flower project from Hull Rd total cost £6.5k.

Little Hob Moor had 38 trees planted last winter, total cost £8k. The money was raised 50% through crowd funding and 50% through ward budget. In general each tree cost £200.

4. Timing

The best time to plant wild flower seeds is spring, this means the ground needs to be prepared late Feb/early March. It involves removing all grass and rotavating the area, then sowing the seeds. The area would then require cutting in late October. The type/quality of flowers will vary over time.

The best time to plant trees is Nov-March and there is a long lead time for trees when they have been ordered. All trees will need to be closely maintained for 3 years. Especially watering in spring and summer.

5. Resource

Who is doing the doing, now and in the coming years? TVC , Officers and residents. There have been many experiences when residents/volunteers have been keen but do not have the skills to deliver or bored after a few months. This area needs careful consideration.

Summary

Included are the 2 guides for wild flowers and 2 for trees (*not attached*) which identifies how the work was delivered through the community engagement officers, Dave Meigh and TVC /St Nicks (details overleaf). Be aware that resources are scarce, so we need to work cooperatively to deliver this work in your ward.

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Guide 1 – Procurement

Hull Road Ward wild flowering project *(illustrative purposes only, not all documents included for the Scrutiny report)*

Location of work

The requirement is to develop three areas of wildflowers on Field Lane, York YO10 5JN and YO10 5JL. The locations are show in Annex 1. The extent of the planted area is to be set out by the contractor in their tender submission. A utilities check has been carried out and this information is provided as Annex 2. This does not remove the responsibility of the contractor to carry out their checks for utilities as set out in the work required.

Work required

Timing of works

- The contract is for two years, starting from March 2020
- To avoid the area looking bare all winter the ground preparation work should be planned for late winter / early spring.

Pre Work Activity

- Ensure all safe system of work are up to date and include all necessary risk assessments and method statements for the work planned including control measures. Specific attention must be paid to working close to the Highway.

Preparation

- Check the area for services and mark any areas to be avoided
- All relevant Health and Safety related signs and traffic cones will be provided by the contractor and are to be in place during all works.
- Once all services are identified apply a Glyphosate based herbicide to the area to kill all grass and weeds
- Once all grass and weeds are dead, cultivate the area.
- Prepare the area by use of hand rakes to form a fine tilth ready for sowing seed
- Sow the seed
- Roll the area

- Ensure the area is lightly irrigated if prolonged dry weather takes place

Type of seed

- Use a perennial seed mix
- Species that do not exceed 500mm in height

Aftercare

- Wildflowers to be cut and removed at the appropriate time
- Prior to the completion of the two year project the contractor is to provide to CYC a plan for future maintenance of the location
- The contractor is to leave the area clean and tidy at the end of the contract.

Community engagement and signage

- In developing the wildflower areas the contractor is required to work with volunteers, and preferably, the local community to both raise local awareness of the project and the environmental benefits its provides
- Signage is required to explain what is going on and who is involved in the project.

Payment arrangements

The contractor will be paid in four equal instalments:

Tender Return

The contractor is required to provide

- A map or plan showing the areas to be managed
- A price for the work broken down by year 1 and year 2
- Proposed safe system of work, risk assessments and control measures
- Proposed timetable for work
- The name(s) of any chemicals to be used and COSHH assessments
- The proposed seed mix
- Proposals for involving volunteers / local community
- Proposed signage

This information is to be returned to

Guide 2 On site activity

Community wild flowering project

Hull Road ward have used ward funding to carry out a wild flowering project in Field Lane. This document outlines the steps taken to commission this work.

- 1) Ward team identifies potential area/s of land for the project
- 2) Community Involvement officer liaises with the Public Realm Team (Dave Meigh) to check the ownership and suitability of the land for planting. This will include a check of underground utilities.
- 3) Community Involvement officer/Public Realm to produce a tender document to be sent out through the formal procurement process to outline the requirements of the project and invite tenders. This will include information on the required timescales and duration of the project, all activity required in the preparation, planting and aftercare, payment arrangements and a request for the group to provide details of how they will involve the community in the project. A map with the relevant area highlighted is also included. The example tender document for the project in Hull Road ward is attached.
- 4) Procurement process followed to review tenders received and choose which organisation to commission. The Conservation Volunteers were commissioned to carry out the project on Field over a two year period with preparation and sewing in year one and after and planning for future maintenance in year two. Payments are being made in four instalments following each section of the work.
- 5) The local community were encouraged to get involved in the initial planting, signage was put up at the site to advise people of the project and how they could get involved and flyers were delivered to all the properties in the area. TCV will be working on encouraging local residents to take over the maintenance of the site once the two year tender period has ended.
- 6) The total cost to the ward over the two year period is £6,200 for everything needed to successfully complete the project.



Preparation



Signage