



Classification	Item No.
Open	

<b>Meeting:</b>	<b>HUMAN RESOURCES AND APPEALS PANEL</b>
<b>Meeting date:</b>	<b>25/02/21</b>
<b>Title of report:</b>	<b>Relocation of Pest Control to Bradley Fold Depot</b>
<b>Report by:</b>	<b>Pete Stokes, Head of Streetscene</b>
<b>Decision Type:</b>	<b>HRA Decision</b>
<b>Ward(s) to which report relates</b>	<b>N/A</b>

### **Executive Summary:**

It is proposed to relocate Pest Control to Bradley Fold in order to promote closer working with the wider Streetscene service and potentially increase external income for the Council generated from the private lease of Hurst Street.

A dedicated secure room will be constructed within the Stores at Bradley Fold to accommodate pest control poisons and equipment and a storage area will be allocated to Public Protection. Initial estimates indicate that this work will cost in the region of £30,000 to £40,000, which will either be funded from capital or will be carried out as an invest to save with costs recovered by the service through reduced lease and running costs.

## Recommendation(s)

### That:

The Pest Control service is relocated from Hurst Street, Bury to Bradley Fold Depot, Radcliffe.

## Key considerations

### Background

The restructure of the Department of Operations (Top Management Tier) implemented on 19/08/20 transferred the Pest Control Service to Streetscene.

Streetscene's Highways and Street Lighting teams are based at, and operate from Bradley Fold Depot, Radcliffe, whilst the Pest Control Service operates from a small council owned industrial unit in Hurst Street, Pimhole, Bury. The Public Protection team has the use of a secure room within the Hurst Street building for the storage of seized goods.

### The proposal

The current working arrangements with Streetscene teams disjointed across multiple sites makes it challenging to realise the full potential of bringing services together.

To ensure closer alignment of the team, it is proposed to relocate the Pest Control service to Bradley Fold Depot. The planned co-location of Pest Control with Streetscene's Highways and Street Lighting services will assist with improved performance, communication, closer working relationships, increase efficiency and service delivery.

The existing office and storage space at Bradley Fold Depot is not currently fully occupied, with sufficient space available to accommodate the Pest Control service and meet Trading Standards storage needs.

The proposal is to relocate 5 FTE employees.

<b>Team / Post</b>	<b>Employees Impacted</b>	<b>Impact</b>
Pest Control Operations Manager	1	Base will transfer from Hurst Street to Bradley fold Depot.
Environmental Protection Business Officer	1	Base will transfer from Hurst Street to Bradley fold Depot.
Pest Control Officers (all employees)	3	Base will transfer from Hurst Street to Bradley fold Depot.

All employees being relocated will be automatically be assessed for entitlement to relocation / excess travel payments.

There are no proposed changes to contractual duties or responsibilities proposed.

Staff parking is available at Bradley Fold Depot.

This proposal will not negatively impact on staff who are already occupying Bradley Fold as there is sufficient capacity to accommodate the additional staff. At present there is enough capacity to not result in fewer desks than staff.

### **Cost of the proposal**

Improvement work to Bradley Fold to accommodate the Pest Control service and Public Protection storage is required in advance of the move, comprising of:

- The construction of a dedicated secure room within the Stores area at Bradley Fold, equipped with air extraction, washing and cold storage facilities;
- The construction of a dedicated secure area for use of Public Protection; &
- Improvements to the layout of the Streetscene office environment.

Quotations are being sought for these works, however initial estimates are in the order of £30,000-£40,000.

There are two options to fund this work, which are as follows:

- Capital allocation – a funding bid has been submitted for £40,000; &
- Invest to Save – funded by the service from savings in lease and running costs of Hurst Street, which are circa £15,000 to £20,000 per annum.

From consultation with colleagues in Property Services the Hurst Street building is considered to be a desirable property, which is marketable to the private sector. This proposal has the potential to achieve increased external income to the Council once Hurst Street is leased privately.

A mezzanine was installed at Hurst Street when Pest Control moved into the building. The terms of the lease agreement for Hurst Street stipulate that the building should be vacated in the same condition as when the lease was signed. After consulting with Property Services it is thought that the mezzanine is an enhancement to the building which is likely to improve marketability. It has therefore been agreed that the mezzanine left in-situ and will only be removed should the next occupier formally request its removal. The estimated cost to remove the mezzanine is £5,000. This cost will also be met from savings in the lease and running costs for the Hurst Street building.

## Other alternative options considered

The Pest Control service could remain at Hurst Street, Bury, however this will make it challenging to incorporate the service within Streetscene, will not support the policy of rationalising property assets and will maintain the high service on costs.

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## Community impact / Contribution to the Bury 2030 Strategy

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### Equality Impact and considerations:

24. *Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:*

*A public authority must, in the exercise of its functions, have due regard to the need to -*

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;*
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.*
25. *The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services.*
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### Assessment of Risk:

The following risks apply to the decision:

<b>Risk / opportunity</b>	<b>Mitigation</b>
N/A	.

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**Consultation:**

Section 188 – 30 day consultation with all Pest Control Staff

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**Legal Implications:**

The proposals must be carried out in accordance with the Council’s HR policies and in accordance with its equalities duties.

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**Financial Implications:**

There is potential to fund the alterations from existing capital allocations for Bradley Fold Depot should existing projects be delivered within budget.

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**Report Author and Contact Details:**

Pete Stokes ext 5791

**Email:** [p.stokes@bury.gov.uk](mailto:p.stokes@bury.gov.uk)

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**Background papers: N/A**

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

Term	Meaning
FTE	Full Time Equivalent