

EAST RENFREWSHIRE COUNCILCABINET1 December 2022Report by Head of Environment (Strategic Services)PROPOSED CLOSURE OF TWO COUNCIL OFFICES
OVER THE FESTIVE PERIOD**PURPOSE OF REPORT**

1. To advise members of the proposed closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year

RECOMMENDATIONS

2. That the Cabinet approve the closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year.

BACKGROUND AND REPORT

3. The Council has a number of properties that it uses for office accommodation. This includes Eastwood Headquarters, Barrhead Main Street, and 2 Spiersbridge Way, Thornliebank.
4. As noted to Cabinet on November 10 as a result of changes to working practices over a number years and accelerated by Covid restrictions, there is currently a surplus of office accommodation. Measures are in place to review and address this.
5. However the forthcoming festive break provides the Council with an opportunity to realise a one-off financial saving with limited impact to service provision.
6. Traditionally the festive period between Christmas and the New Year sees a large number of staff taking annual leave which in turn can leave offices under occupied. In addition footfall from customers is limited as many local residents choose not to access the council buildings for services during this period. These offices, if not closed, still require to be cleaned and heated and require a staff presence of reasons of security and opening.
7. It is therefore proposed to close the Eastwood Headquarters and Spiersbridge Office between Christmas and New Year. The offices would close at 2pm on 23 December and would re-open on January 4 2023. For the reasons noted above the impact on the public would be limited. Staff who did not wish to take annual leave could either work from home if appropriate or base themselves at the Barrhead office which will remain open.
8. Eastwood Health Centre will also remain open during this period should staff wish to base themselves at these premises.

FINANCE AND EFFICIENCY

9. The proposal will reduce the Council's heating and lighting costs during the period in question. In addition further savings could be realised in relation to staffing and cleaning

CONSULTATION

10. The proposal has been discussed with the various services that would be potentially impacted as a result. The views of the trade unions have also been sought. At the time of writing a response has not been received but an update can be provided at the meeting if appropriate.

IMPLICATIONS OF THE PROPOSALS

11. This report does not have any implications in terms of legal, IT or equalities. Any staffing implications can be mitigated by permitting to staff to either work from home or work from the Barrhead office

CONCLUSIONS

12. The proposal to close two council offices during the festive period provides the Council with an opportunity to achieve a financial saving with limited impact on either staff or local residents

RECOMMENDATIONS

13. That the Cabinet approve the closure of Eastwood Headquarters and Spiersbridge Office between Christmas and New Year

Director of Environment

For further information contact: Phil Daws, Head of Environment (Strategic Services)
phil.daws@eastrenfrewshire.gov.uk

Convener contact details

Councillor Danny Devlin
0288 (Convener for Housing and Maintenance Services)
3107/8

Home: 0141 580
Office: 0141 577

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