University of Sussex

Integrated Pest Management Plan (IPM)

Revision: 20-01-2024

Ashley Wilcox
Sussex Estates and Facilities LLP

Introduction

Sussex Estates and Facilities provide self-delivery of the planned and reactive Pest Control Services for the University of Sussex grounds and properties, using modern equipment and methods, 24 hours a day.

Integrated Pest Management (IPM) is a sustainable approach to managing pests by combining biological, cultural, physical, and chemical tools in a way that minimizes economic, health and environmental risks.

The University of Sussex has adopted this Integrated Pest Management Plan for the buildings and grounds Sussex Estates and Facilities manage.

The plan outlines procedures to be followed to protect the health and safety of staff, student and visitors from pest and pesticide hazards. The plan is designed to comply with company policies and legislation.

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of staff, students, and the public.
- Prevention of loss or damage to structures or property by pests.
- Protection of environmental quality inside and outside buildings.

This IPM plan will be stored in the Rural Estates Maintenance Office, Hastings Building, University of Sussex.

IPM Management

The Rural Estates Manager or designee shall be responsible to implement the IPM plan and to coordinate pest management-related communications between Sussex Estates and Facilities and the University of Sussex, staff, students, and cohorts.

Integrated Management Plan

Posting and notification of pesticide applications

When pesticide applications are scheduled in Sussex Estates Facilities (SEF) managed buildings or on grounds, the SEF Pest Control Service shall provide notification in accordance with the law, including:

1. Posting a pest control information sign with the date, time and location of the application and the product applied in an appropriate area and including contact information for additional details.
2. Providing this information to all individuals working in the building.
3. Providing this information to all teachers and students who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of staff, SEF may authorise an emergency pesticide application and shall notify the Service Centre and the Facilities or Building Manager by telephone and e-mail. Disinfectants, anti-microbials and self-contained or gel-type pesticide baits applied in inaccessible areas are exempt from posting, notification and the 4–7-hour re-entry requirement.

Record keeping and public access to information

SEF will maintain records of all visits and pest control treatments for at least three years. Information regarding pest management activities will be made available to staff and students at the Grounds Maintenance administrative office. Requests to be notified of pesticide applications may also be made to this office.

Training

All SEF staff will be provided with training on the Sussex Estates Facilities IPM policy at induction and during Tool Box Talk update training.

Training will include the rationale for the IPM policy and programme, and specific elements including the reporting of pest-sightings to the Service Centre and prohibition on pesticide applications by non-certified individuals.

Additionally, designated Grounds staff, porters and catering personnel who conduct regular inspections of University facilities will receive advanced training on identifying pest infestations and pest-conducive conditions.

This training will support Pest Control Service and the IPM policy and plan across the University Estate.

Pest Control Training and certification records are held within the SEF Internal Management System (IMS) and within this document. (*Appendix 001)*

General IPM Strategies

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and pre-approved, site-appropriate pesticides.

An Integrated Pest Management decision at the University/SEF will consist of the following steps:

1. Identify pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

Decisions concerning whether pesticides should be applied in each situation will be based on a review of all available options. Efforts will be made to avoid the use of pesticides by adequate pest proofing of facilities, good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices.

When it is determined that a pesticide must be used to meet pest management objectives, the least-hazardous material, adequate for the job, will be chosen.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Control of Pesticides Regulations 1986 (COSHH), Wildlife and Countryside Act 1981 (WCA), Health and Safety at Work Act (HSAWA), and Sussex Estates and Facilities policies and procedures.

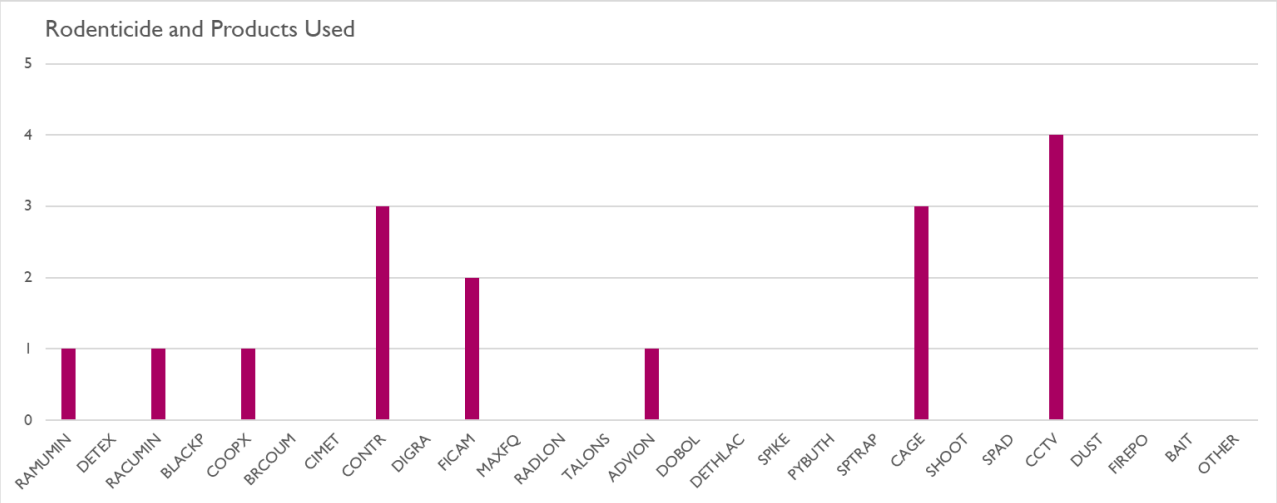
Example: approved products:

Alphexp	Trayno3lo	Bir018	Snapemse	Narablockfish20	Label-dp1	Avip-32	Trayno2so	Net073
Racfoam	Statanch	Kc63traps	Naraliquid	Narablockmeat20	Label-rbp1	Adh006	Tracejarb	Afratbox
Talonsoft	Deadl	Baitboxpad	Net009	Afcardtun25	Fluryel	Pxorn005l	Net149	Afrbrush
18lbucket	Blkpearlpaste	Snaperat	Net012	Aftunnel	Adv100-bla	Wcstubetrap	Dobolfum	Afsblkblk
Avip14	Protlangr	Detex	Pxlept	Avip-20	4uk100box			

No person shall apply, store, or dispose of any pesticide on University-managed property without a recognised pesticide license. All pesticide operators will be trained in the principles and practices of IPM, and the use of pesticides approved for use by the Control of Pesticides Regulations 1986. All operators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around university facilities.

All chemical use across the campus estate is recorded on a monthly bass and this information is used to ensure any trends are identified and the review process is as accurate and currant as possible.

Example: usage of chemical products for the purpose of pest control (Y axis indicates number of times used in given year)



Pest Control, cleaning, and Grounds roles

Sussex Estates and Facilities service lines include cleaning, pest control and grounds maintenance. These are guided by the IPM program and TFM specifications for pest control.

Staff will be directed to provide special attention to pest-vulnerable areas including food storage, preparation and serving areas; washrooms; closets; Training and Educational rooms and entryways into the buildings.

IPM experts will be asked to provide input on any facility renovation or reconstruction projects including reviewing plans for pest-conducive conditions, suggesting pest-proofing measures, and inspecting construction where applicable to prevent and avoid pest problems, including landscape design.

Service Centre role

The Service Centre helpdesk will provide support to assist the pest control department in maintaining an IPM program that relies on minimal pesticide use. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the Pest Control Technician to reduce or prevent pest problems.

The Pest Control department will develop and deliver materials and programs for staff, students, to educate them about the importance of good sanitation and pest control.

The Grounds Maintenance Manager is responsible for ensuring staff compliance with the IPM policy and plan.

Pest-Specific Strategies

The following strategies will be used for frequently encountered pests:

Initial Survey

1. Rodents will be identified to species to aid in locating nesting sites, preferred food, habits, and appropriate baits when necessary.
2. Extent of infestation will be assessed horizontally and vertically.
3. Size of infestation, light, moderate or heavy
4. Areas of activity located, and potential baiting points agreed.
5. Food source identified and removed.
6. Harbourage Sites identified and removed.
7. Water source identified and removed.
8. History of infestation- particularly control history
9. Source of infestation breeding and nesting site located.
10. Immigration
11. Non target hazards – including children, pets, and wildlife.
12. Proofing defects
13. Hygiene defects

Activity and baiting strategy

External box baiting stations are to be reduced over the 2024 period and replaced with discreet stations that will blend into the surrounding University landscape.

Discretion, security, versatility is achieved using this strategy and addresses the associated sensory and physical attributes of commensal Rodents activity, within the campus estate, by providing rodents with a natural feeding environment underground.

(see right: examples of baiting stations)

Campus external inspections

Site external surveys are scheduled events and undertaken at the start of each month, and follow the criteria listed in section one above and ensure consistency and structure within the IPM strategy.

(see below: Pest Management zones, in use from 2019 to present)

(see below: IPM inspection schedule, calendar year 2024)

January 2024					
Week	1	2	3	4	5
Monday	BH	8	15	22	29
Tuesday	MS	9	16	23	30
Wednesday	3	10	17	24	31
Thursday	4	11	18	25	
Friday	5	12	19	26	

Febuary 2024					
Week	5	6	7	8	9
Monday		5	12	19	26
Tuesday		6	13	20	27
Wednesday		7	14	21	28
Thursday	1	8	15	22	29
Friday	2	9	16	23	

March 2024					
Week	9	10	11	12	13
Monday		4	11	18	25
Tuesday		5	12	19	26
Wednesday		6	13	20	27
Thursday		7	14	21	28
Friday	1	8	15	22	BH

April 2024					
Week	14	15	16	17	18
Monday	BH	8	15	22	29
Tuesday	2	9	16	23	30
Wednesday	3	10	17	24	
Thursday	4	11	18	25	
Friday	5	12	19	26	

May 2024					
Week	18	19	20	21	22
Monday		BH	13	20	BH
Tuesday		7	14	21	28
Wednesday	1	8	15	22	29
Thursday	2	9	16	23	30
Friday	3	10	17	24	31

June 2024				
Week	23	24	25	26
Monday	3	10	17	24
Tuesday	4	11	18	25
Wednesday	5	12	19	26
Thursday	6	13	20	27
Friday	7	14	21	28

July 2024					
Week	27	28	29	30	31
Monday	1	8	15	22	29
Tuesday	2	9	16	23	30
Wednesday	3	10	17	24	31
Thursday	4	11	18	25	
Friday	5	12	19	26	

Aug 2024					
Week	31	32	33	34	35
Monday		5	12	19	BH
Tuesday		6	13	20	27
Wednesday		7	14	21	28
Thursday	1	8	15	22	29
Friday	2	9	16	23	30

September 2024					
Week	36	37	38	39	40
Monday	2	9	16	23	30
Tuesday	3	10	17	24	
Wednesday	4	11	18	25	
Thursday	5	12	19	26	
Friday	6	13	20	27	

October 2024					
Week	40	41	42	43	44
Monday		7	14	21	28
Tuesday	1	8	15	22	29
Wednesday	2	9	16	23	30
Thursday	3	10	17	24	31
Friday	4	11	18	25	

November 2024					
Week	44	45	46	47	48
Monday		4	11	18	25
Tuesday		5	12	19	26
Wednesday		6	13	20	27
Thursday		7	14	21	28
Friday	1	8	15	22	29

December 2024					
Week	49	50	51	52	1
Monday	2	9	16	23	30
Tuesday	3	10	17	24	31
Wednesday	4	11	18	BH	
Thursday	5	12	19	BH	
Friday	6	13	20	27	

Catering and kitchen inspection schedule

The Food and Hygiene Regulations provide us with a framework to be enforced within our Campus IPM. These are:

- The layout, design, construction, and size of food premises shall permit good food hygiene practices including protection against contamination and pest control.
- Windows which open to the outside must, where necessary be fitted with removable, insect–proof screens.
- The siting, design, construction, cleanliness and maintenance of moveable/temporary premises and vending machines must avoid the risk of contamination, by animals and pests.
- Refuse stores must be designed and managed to enable them to be kept clean and where necessary, free of animals and pests.

Adequate procedures to control pests within our campus are in place, such as.

1. Proofing of entrances and other entrance points
2. Insect screens
3. Electronic fly killers (EFKS)
4. Good stock rotation of dry goods
5. Regular surveys by competent staff
6. Baiting with pesticides
7. Due Diligence by staff

To manage this further and support a robust IPM within the catering outlets we support, we also undertake scheduled kitchen inspection at the start of each month, within the following University food outlets.

1. Arts Piazza café
2. Dhaba café (Veg Bowl)
3. Bramber House outlets
    a. Eat Central, Ground Floor,
    b. Dine Central, First Floor
    c. SpaceWithUS Conferences, Third Floor
4. Falmer Sports Complex (Clubhouse)
5. Jubilee (Botanical Café)
6. Library café
7. BSMS Teaching (Doctor's Orders)
8. Pevensey I/II (The Bridge)

The inspections are undertaken by our in-house SEF Level 2 qualified staff that have extensive industry experience; this inspection is not to be confused with a Local Authority enforced public health inspection.

Each outlet has been issued with premises Pest Control Folder containing contact details for their pest control technician and other important documentation.

1. Attendance Record
2. Monthly report sheet / Recommendations
3. Rodenticide Insecticide application (COSHH Sheet)
4. Risk Assessment
5. Product Data Sheets

(Appendix 001)

Avian Management

Our campus biodiversity supports and encourages many avian species by providing nesting boxes for birds and bats, planting fruit trees and managing the landscape we provide harbourage and rich habitat.

Our woodland belt consisting of mature ash, birch, poplar, and amenity trees such as elm, oak, and alder also provides perfect roosting and hunting ground for our avian visitors to thrive.

Our aim is to provide seasonal migrants and overwintering bird species with a safe environment to establish natural links and habitat options when visiting or setting up home.

Protecting our bird population is aligned with the wellbeing and safety of our staff, students, and visitors.

By monitoring existing avian control methods such as netting off, roosting spikes, raptor flight response, and education induction we assess any habitual bird behaviour within specific locations, that may be considered a danger or high-risk activity.

All reports from our Service Centre and pest control technicians are regularly reviewed and populated. Through our reporting process to activate measures to provide legislative controls such as Natural England Licensing that allow us to manage specific high-risk activity.

Non-Lethal Methods Used

We manage the target species (Herring Gull) by the following methods and in line with our Integrated Pest Management Plan (IPM):

- Netting
- Spikes, glow toggles
- Raptor flights
- Educational signage/advice
- Staff training BPCA Level 2 Certificate

Pest Control Staff and Certification Records

Manager Ashley Wilcox
Technician Lynne Saunders