

Partnership Committee

Date:	12 February 2015
Title:	Town Council adoption of Public Access Defibrillators
Purpose of the Report:	To receive an update on the defibrillator project
Contact Officer:	Jo Martindale, Partnership officer

1. RECOMMENDATION

Should Members be minded:

- 1.1 To endorse the commitment of a further two years funding of £1,000 per year (from Town Centre Management Budget (503/4505) in addition to the existing commitment to run concurrently with the Service Level Agreement (2015-2018) between Leighton-Linslade First Responders and The Town Council.

2. BACKGROUND

- 2.1 The Leighton-Linslade Defibrillator Project (LLDP) has been in existence since June 2014 and to date the proposal for 5 defibrillators has been presented to the Partnership Committee.
- 2.2 In July 2014 the Town Council signed an "Expression of Interest Form" that consented to it covering a number of costs such as installation, insurance and energy as well as a one-off fee for awareness raising/training for one defibrillator to be installed at Astral Park.
- 2.3 The ambition of the scheme was to install 5 defibrillators, across the town. Locations were identified and agreed as Astral Park, Mentmore Pavilion, The Multi-storey Car Park, Leighton Middle School and the Library.
- 2.4 The project is working in partnership with Central Bedfordshire Council and the Bedfordshire Fire and Rescue Service, Leighton-Linslade First Responders (LLFR), who will become the lead partner. Funding for additional town centre units have also been provided through the Leighton-Linslade Rotary Club and fundraising undertaken by LB First and LB First Responders.

3 INFORMATION

- 3.1 As responsibilities and commitments fall to the Town Council in this first instance for potentially 2 defibrillators, Officers are of the view that these initial 5 defibrillators should be acknowledged as town assets and therefore added to the Town Council's list of equipment with an appropriate budget allocation to secure their sustainability into the future, i.e. maintenance, tests and replenishment. On this basis, it is proposed that the Town Council would receive partner's funds and ring-fence the budget to the LLDP.
- 3.2 An out line of this approach has been shared with the LLFR group and in principle support has been given. A formal Service Level Agreement (SLA) between LLFR and the Town Council to establish roles and responsibilities is being drawn up and an initial meeting took place on 26/01/15. The aim is to have the SLA in place ahead of the installation of the Defibrillators.

4 BUDGETS

- 4.1 The Partnership Committee received two reports on 23 October 2014. It was resolved that Leighton-Linslade Town Council would formally adopt all five defibrillators anticipated to be gifted to the Parish, to ensure their long-term maintenance and productive services to the community in future years.

Also the set-up costs of approximately £2,000 was agreed to include installation, insurance, running costs and community awareness training would be met from the Town Centre Management budget (503/4505).

An allocated ongoing sum of £1,000 per year was also agreed starting from 2015-2016 from the same budget code, to ensure ongoing running costs can be met.

Finally the Town Council will formalise a Service Level Agreement with the Leighton-Linslade First Responders, to collaboratively ensure ongoing provision, awareness raising and management of scheme. It is proposed that the SLA is initially in place for a three-year period, 2015-2018. To ensure this remains effective over that time and in anticipation that a dedicated budget will still be needed, a commitment of a further 2 years funding of £1,000 per year is sought – totalling £3,000 for three years.

5 UPDATE

- 5.1 5 Cardiac Science G5 Defibrillator units were picked up from Luton Fire Station on Monday 12th January.
- 5.2 The Partnership Officer gained three quotes from local electricians to install the defibrillators. An Electrician has now been assigned and will commence with the installation between 10th – 13th February 2015.
- 5.3 The Town Council are currently waiting to sign the licensing document from the CBC Assets department for installation on CBC property for the Multi-storey Car Park and the Library. At the time of this report there is no current wall space available for the cabinet at the multi Storey Car park. CBC are liaising with the Car Park to arrange for signs to be relocated to make room for the defibrillator with anticipation that this should be completed in time for the installation date.
- 5.4 A review of Leighton Middle school has been carried out and unfortunately without digging up the front car park to allow cables to run from the exterior surrounding wall to the building, which will allow connection to the electricity supply. Also in review, the bricks on the exterior have weakened due to length of time it has been there and it is not certain how long the wall would take the weight of the defibrillator in future. Therefore it has been agreed that an alternative location be sought. Currently discussions with the Post Office are being carried out by the First Responders and draft Hosting agreement being drafted by the Town Council. Should this be resolved prior to this meeting then installation can be carried out on 13th February.
- 5.5 £150 has been paid by the Town Council towards the Community Awareness Training. Once the installation has been completed a date will be arranged with the Community Heartbeat Trust to deliver the training which will be at either Mentmore Pavillion or Astral Park. Up to 50 people can register to attend the community awareness training however further training can be arranged at a later date with an additional charge.
- 5.6 The Town Council will arrange for 4 plaques to be made for four of the sites except Astral Park to read '*Provided in partnership by Leighton Linslade First Responders Rotary Club of Leighton Linslade, LB First and Albert Inwards*'. These 4 units already have the Fire service, CBC and Leighton Linslade Town Council logos on them. The one at Astral Park is the CBC funded defibrillator hence no additional logos or plaques. The plaques will be paid for by the First Responders from the recent fundraising activity.
- 5.7 On completion of the installation, a launch date will be set for all parties involved, members and members of the public to attend. The local press will be invited for the unveiling of the Town Centre located Defibrillator. This will be on a Saturday and The First Responders will

also have a market stall to provide information to the public. This will also allow people to sign up to attend the training, in addition Leighton Linslade Town Council will have a dedicated website page for people to register.

- 5.8 CBC are drafting a press release and advertorial for the launch and a FAQ document is available through the community Hartbeats website.

Report Author: Jo Martindale, Partnership Officer