

**Great Waltham Parish Council**  
**Briefing Note for Monthly Meeting December 19<sup>th</sup> 2022**  
**22/1348 Discuss the proposal for the Parish Council to assume responsibility for the provision of defibrillators in the Great Waltham Parish**

The subject was previously discussed at the October 17<sup>th</sup> 2022 monthly meeting under agenda item 22/1290. This followed a report that the Ford End defibrillator was unavailable for an emergency response. The Parish Council passed the following resolution: In principle agreement that a budget for replacement defibrillators and heated cases is included for 2023/2024 including the ongoing maintenance depending on the age of the units.

The purpose of the resolution was to allow provision to be built into the forthcoming budget setting process and enable further investigations to be carried out. Furthermore the 2023/2024 budget was subsequently approved by the Parish Council which included £6,000 for defibrillators.

Following a fact finding exercise with the current custodian (the individual nominated to manage the defibrillator), the following information and issues was highlighted:

- The custodian is responsible for three defibrillators within the Parish – Ford End, Howe St and Great Waltham
- Two of the three units are approaching the end of their life span
- The custodian no longer lives in the Parish or the County
- The custodian has no further funds for routine maintenance of the 3 units
- The custodian has stated no further fundraising will take place to maintain or replace the 3 units
- A communication problem has resulted in three units showing as unavailable on 'The Circuit' database since August 2022 (and possibly earlier) until the availability was updated in December 2022
- Regular inspection and reporting on the condition of the 3 units has not been taking place

A further investigation across the Parish has highlighted the following: There are currently 6 defibrillators within the Parish shown on the database as being available to the public. One is privately owned and available during working hours located at Hill Farm, Ford End. Five were funded by voluntary donations and are available 24/7, all year round listed below:

1. Ford End village hall
2. Howe St, Fitzandrews Farm
3. Great Waltham, Walthambury Stores
4. North End telephone box
5. Littlely Green, Compasses Pub

In addition to the funding and administration issues detailed above in relation to the Ford End, Howe St. and Gt. Waltham units the following points should be noted:

- The custodian of the Littlely Green unit has highlighted a concern regarding the need for ongoing fundraising to cover maintenance and eventual replacement costs
- The custodian of the North End unit has stated that financial assistance would be welcomed for the ongoing maintenance of that unit.
- A coverage gap exists within the Parish with the absence of a defibrillator at Broads Green

**Proposal: GWPC should assume responsibility for the provision and maintenance of defibrillators within the Great Waltham Parish**

## Cost and Considerations

The following information has been obtained mainly from the Community Heartbeat Trust (CHT) and details of the charity organisation can be found here -

<https://www.communityheartbeat.org.uk/about-us>

CHT advise on and supply a range of defibrillators based on the level of training received by the user and the proposed location of the defibrillator. The units currently available within the Parish vary. This is probably as a result of funds available at the time of purchase and advice received from the suppliers. Consequently, of the five defibrillators there are three different models in two different styles of cabinet with two different admin and recording systems.

For the purposes of this proposal CHT makes recommendations based on the fact that the units are available to the public who may not have received training and whether the defibrillator cabinet will have access to a power supply to heat the cabinet or not.

They also recommend using stainless steel cabinets to provide an extended life of the cabinet. The existing cabinet at Howe St shows the weather effects on a cabinet after 6 years



The two packages recommended by CHT are as follows:

### Location with power

|                                       |                  |
|---------------------------------------|------------------|
| Lifeline View                         | £1,055.00        |
| Sentry Stainless Steel Locked Cabinet | £750.00          |
| Signage                               | £35.00           |
| Rescue Kit including Torch, Hi Vis    | £15.00           |
| Delivery                              | £25.00           |
|                                       | <b>£1,880.00</b> |
| VAT                                   | £376.00          |
|                                       | <b>£2,256.00</b> |



### Location without power

|                                       |                  |
|---------------------------------------|------------------|
| Zoll AED 3                            | £1,495.00        |
| Thermal Bag                           | £55.00           |
| Sentry Stainless Steel Locked Cabinet | £750.00          |
| Signage                               | £35.00           |
| Rescue Kit including Torch, Hi Vis    | £15.00           |
| Delivery                              | £25.00           |
|                                       | <b>£2,375.00</b> |
| VAT                                   | £475.00          |
|                                       | <b>£2,850.00</b> |



Predicting the cost of supplying and maintaining defibrillators can be uncertain. It is understood that the GWPC insurance policy would cover theft, damage or loss; however the impact of inflation or manufacturers price increases cannot be predicted.

The ongoing care and maintenance of defibrillators can be managed in two ways.

**Option 1.** GWPC can choose to purchase the equipment, ensure tests and checks are carried out at the required frequency, register with The Circuit and update the equipment availability and replace pads and batteries at recommended intervals – pads at 2 yr intervals and after use - £49 and batteries at 4 yr intervals - £225. The suggested life span for equipment maintained this way is 6-7 years.

The information below is based on current prices including VAT (recoverable).

| Non - Managed Solution costs, excluding replacement pads after use |                  |                  |                |                  |                |                |                |                  |                  |                  |
|--|------------------|------------------|----------------|------------------|----------------|----------------|----------------|------------------|------------------|------------------|
|  | 2023             | 2024             | 2025           | 2026             | 2027           | 2028           | 2029           | 2030             | 2031             | 2032             |
| Ford End   | £2,256.00        |                  | £49.00         |                  | £49.00         |                | £49.00         |                  | £1,471.00        |                  |
|  |                  |                  |                |                  | £255.00        |                |                |                  |                  |                  |
| Howe St.   |                  | £2,256.00        |                | £49.00           |                | £49.00         |                | £49.00           |                  | £1,471.00        |
|  |                  |                  |                |                  |                | £255.00        |                |                  |                  |                  |
| Great Waltham  |                  | £0.00            |                | £2,256.00        |                | £49.00         |                | £49.00           |                  | £49.00           |
|  |                  |                  |                |                  |                |                |                | £255.00          |                  |                  |
| Littley Green  |                  | £49.00           |                | £49.00           |                | £49.00         |                | £2,256.00        |                  | £49.00           |
|  |                  |                  |                | £255.00          |                |                |                |                  |                  |                  |
| North End  | £49.00           |                  | £49.00         |                  | £49.00         |                | £49.00         |                  | £2,065.00        |                  |
|  |                  |                  | £255.00        |                  |                |                | £255.00        |                  |                  |                  |
| Broads Green   | £2,850.00        |                  | £49.00         |                  | £49.00         |                | £49.00         |                  | £2,065.00        |                  |
|  |                  |                  |                |                  | £255.00        |                |                |                  |                  |                  |
|  | £5,155.00        | £2,305.00        | £402.00        | £2,609.00        | £657.00        | £402.00        | £402.00        | £2,609.00        | £5,601.00        | £1,569.00        |
| Maintenance costs  | £49.00           | £49.00           | £402.00        | £353.00          | £657.00        | £402.00        | £402.00        | £353.00          | £0.00            | £98.00           |
| New Unit costs   | £5,106.00        | £2,256.00        | £0.00          | £2,256.00        | £0.00          | £0.00          | £0.00          | £2,256.00        | £5,601.00        | £1,471.00        |
| <b>Total</b>   | <b>£5,155.00</b> | <b>£2,305.00</b> | <b>£402.00</b> | <b>£2,609.00</b> | <b>£657.00</b> | <b>£402.00</b> | <b>£402.00</b> | <b>£2,609.00</b> | <b>£5,601.00</b> | <b>£1,569.00</b> |

Minimum cost over next 10 years excluding inflation and pad replacement after use = £21,711 / 10yrs = **£2,171.10 per year** (Assuming **8 year** life span per unit)

**Option 2.** CHT offer an annual support agreement which offers the following for an annual cost depending on the defibrillator model:

All electrode/pad replacements (adult) both time expired and post-rescue, replacement batteries, replacement rescue kits, replacement safety items, loan defibrillator if yours out of action for more than 7 days, courier fees to you, software upgrades, rescue data downloading, post rescue counselling, telephone support, Post-rescue counselling service

Under this agreement CHT extend the manufacturer's warranty from 8 to 10 years. Inspections are required to be carried out weekly.

| Annual Support Agreement option (costs vary per unit until all can be covered by CHT) |                  |                  |                |                  |                |                  |                |                |                  |                |
|---|------------------|------------------|----------------|------------------|----------------|------------------|----------------|----------------|------------------|----------------|
|   | 2023             | 2024             | 2025           | 2026             | 2027           | 2028             | 2029           | 2030           | 2031             | 2032           |
| Ford End  | <b>£2,256.00</b> |                  |                |                  |                |                  |                |                |                  |                |
|   | £135.00          | £135.00          | £135.00        | £135.00          | £135.00        | £135.00          | £135.00        | £135.00        | £135.00          | £135.00        |
| Howe St.  | £49.00           | <b>£2,256.00</b> |                |                  |                |                  |                |                |                  |                |
|   |                  | £135.00          | £135.00        | £135.00          | £135.00        | £135.00          | £135.00        | £135.00        | £135.00          | £135.00        |
| Great Waltham   | £49.00           |                  | £49.00         | <b>£2,256.00</b> |                |                  |                |                |                  |                |
|   |                  | £255.00          |                | £135.00          | £135.00        | £135.00          | £135.00        | £135.00        | £135.00          | £135.00        |
| Littley Green   |                  |                  |                |                  |                | <b>£2,256.00</b> |                |                |                  |                |
|   |                  | £49.00           |                | £49.00           |                | £135.00          | £135.00        | £135.00        | £135.00          | £135.00        |
|   |                  |                  |                | £255.00          |                |                  |                |                |                  |                |
| North End   |                  |                  |                |                  |                |                  |                |                |                  |                |
|   | £135.00          | £135.00          | £135.00        | £135.00          | £135.00        | £135.00          | £135.00        | £135.00        | £135.00          | £135.00        |
|   |                  |                  |                |                  |                |                  |                |                | <b>£2,065.00</b> |                |
| Broads Green  | <b>£2,850.00</b> |                  |                |                  |                |                  |                |                |                  |                |
|   | £165.00          | £165.00          | £165.00        | £165.00          | £165.00        | £165.00          | £165.00        | £165.00        | £165.00          | £165.00        |
|   | <b>£5,639.00</b> | <b>£3,130.00</b> | <b>£619.00</b> | <b>£3,265.00</b> | <b>£705.00</b> | <b>£3,096.00</b> | <b>£840.00</b> | <b>£840.00</b> | <b>£2,905.00</b> | <b>£840.00</b> |

Minimum cost over next 10 years excluding inflation = £21,879 / 10yrs = **£2,187.90 per year**  
(Assuming **10 year** life span per unit for new units and 6 & 8 respectively for existing units at Gt. Waltham and Littley Green)

**It is recommended that Option 2 provides better value for money.** This assumption is based on the fact that after use replacements pads and rescue kits are included in the annual fee. In option 1 they would have to be purchased separately. It is impossible to predict use but is reasonable to assume it would cost more than the average difference per year.

- It should be noted that for GWPC to address the coverage gap Broads Green is included as part of this proposal.
- GWPC agreed the 2024/2025 budget should contain a further £3,000 for defibrillator costs. While the information above assumes the purchase of a unit for Broads Green in 2023/24 and Howe St. in 2024/25 the locations could be interchanged without impacting on the budget.
- Ford End, Howe St. Gt. Waltham and Littley Green are currently located with a power supply to heat the cabinet. A possible site for the unit at Broads Green is the redundant telephone box that has no power supply. The relevant increase in the cost and maintenance of the recommended defibrillator is shown accordingly.
- All cabinets are quoted as stainless steel to provide long term value for money
- The reduced price in Ford End 2031 for example (and others in table 1) reflects that the cabinets would not need to be replaced at that time (on the basis that stainless steel cabinets were installed previously).
- Not all of the existing units can be covered by the CHT annual agreement and where this is the case an estimated cost to provide pads and batteries is included. However, if the current custodian of the Great Waltham unit intends to retain 'ownership' until it is replaced in 2026 the cost of pads and battery until then will not be the responsibility of GWPC.
- North End currently has an agreement with CHT for the care of the defibrillator and while they would want financial support for the ongoing maintenance this may require a change in the current arrangement, both with CHT and North End administrators.