

To Hythe Town Council  
Date 20 August 2020  
Status **Non Exempt**  
Responsible officer Responsible Financial Officer

Subject **PURCHASE OF A PUBLIC ACCESS DEFIBRILLATOR  
REPORT F&GP/08/20**

**SUMMARY:** This report sets out the options of consideration for the purchase for a defibrillator to be situated in the Undercroft at the Town Hall.

#### **REASON FOR RECOMMENDATION:**

The Committee is asked to agree the recommendations set out below because:-

- a) The Council is committed to control and manage its financial affairs in accordance with The National Association of Local Councils (NALC) guidelines.

#### **RECOMMENDATIONS:**

1. To receive and note the report F&GP/08/20
2. To authorise the RFO to purchase a Defibrillator for £ 1,685 exc vat.
3. To authorise the RFO to vire £2,000 from unallocated reserves into a Defibrillator holding account for replacement/repairs.

#### **INTRODUCTION**

##### **REPORT F&GP 09/20**

A defibrillator is a device that gives a high energy electric shock to the heart of someone who is in cardiac arrest. This high energy shock is called defibrillation, and it is an essential part in trying to save the life of someone who's in cardiac arrest.

To help someone who is in cardiac arrest effectively, a defibrillator needs to be found as quickly as possible. For every minute it takes for the defibrillator to reach someone and deliver a shock, their chances of survival reduce by up to 10%.

You do not need to be trained to use a defibrillator – anyone can use it. There are clear instructions on how to attach the defibrillator pads. It then assesses the heart rhythm and will only instruct you to deliver a shock if it is needed. You cannot deliver a shock accidentally.

Defibrillators are normally located in workplaces and public spaces like airports, shopping centres, community centres, and train stations. These defibrillators are known as public access defibrillators (PADs) as anyone can use them.

The purchase of one defibrillator up to the value of £1,500 - Item 17 was implemented into Hythe Town Council's project costs for the 2020.21 budget. Although the restriction on all expenditure is still being tightly monitored this item is a potential life-saving product and Council are asked to consider purchasing and installing one before the end of September.

The attached addendum provides an overview of three different models of defibrillator. The document includes the specification of each model, cost, and on-going maintenance costs.

The planned location of the defibrillator will be in the under-croft outside of the Town Hall, but to prevent theft, vandalism, and miss-use the defibrillator would require a lockable cabinet.

To access the defibrillator a '999' call will need to be dialled where the dispatcher will provide the caller with an access code.

### **SUMMARY**

Model three in the table has a cabinet included within the overall cost and its pads only have to be replaced every 5 years if it has not been used. The battery is also cheaper than the cheaper models. If model one or two were purchased pads would have to be replaced every two years if not used and a cabinet at an extra cost would also have to be purchased at a cost of £470 ex vat.

The RFO also recommends an amount of £2k is vired into a separate reserve account that is held for when replacement/repairs are required and this is .

### **RISK MANAGEMENT**

A summary of the perceived risk follows;

| <b>Perceived Risk</b>   | <b>Seriousness</b> | <b>Likelihood</b> | <b>Preventative Action</b>  |
|---|--------------------|-------------------|---|
| The Council does not provide a public access defibrillator for the High Street and a member of public loses their life. | High               | High              | The Council authorises the Town Clerk/RFO to purchase and install a public access defibrillator for the Undercroft. |

### **CONTACT OFFICER**

If you have any queries about this report please contact The Responsible Financial Officer of the Council

Tel: 01303 266152 or email [RFO@hythe-tc.gov.uk](mailto:RFO@hythe-tc.gov.uk) prior to the meeting.