

Health & Safety Testing and Failed Equipment

1.0 Introduction

The Business Administrator is now focussed on conducting regular Health and Safety inspections and testing at all Parish Council owned facilities. This report summarises the recommendations and costs of the ongoing work required.

2.0 Work commissioned and recommendations

2.1 Legionella sampling was completed at all facilities on 29th November 2021 and a water tank inspection completed at Iver Heath Pavilion. Legionella bacteria was not detected in any of the samples.

The water tank inspection highlighted the need to reduce the volume of stored water as there were signs of stagnation. The inspector recommended the removal of 2 water tanks and the remaining 4 tanks to be cleaned and disinfected –a quote is awaited at the time of writing this report.

2.2 PAT testing was scheduled for 15th December 2021 but has been postponed to 6th January 2022.

2.3 Weekly emergency lighting testing is now conducted by our caretaker. The first test revealed the following issues:

- Jubilee Pavilion - no key 'flick' switches installed – unable to test emergency lighting
- Iver Heath Pavilion - faults with kitchen and male changing room emergency lighting

3.0 Recommended work to be commissioned

3.1 4 Sites (Office, Workshop, Jubilee Pavilion, Iver Heath Pavilion):

Job: Refresh of Fire Risk Assessments (last surveyed June 2019)

Cost: £796.00

See Salvum Quote dated 9th December 2021

3.2 8 Locations at Office, Workshops, Jubilee Pavilion, Iver Heath Pavilion:

Job: Electrical Installation Testing

Cost: £6,512.00

See Palmac Quote: Q21/3838/CR

3.3 63 Chequers Orchard

Job: Electrical Installation Testing

Cost: £962.00
See Palmac Quote: Q21/3859/CR

3.4 Jubilee Pavilion

Job: Install 4 emergency key 'flick' switches
Cost: £216.45
See Palmac Quote: Q21/3784/CR

3.5 Iver Heath Pavilion

Job: Male toilet – supply and install 1 LED emergency bulkhead luminaire and separate emergency kitchen lighting from main hall
Cost: £655.72
See Palmac Quote: Q21/3784/CR

3.6 Iver Heath Pavilion

Job: Remove 2 water tanks and clean and disinfect the remaining 4 tanks
Cost: Awaiting quote from Prime Compliance (note: indicative quote received to clean 6 tanks - £525.00)

3.7 45B High Street

Job: Replacement toilet extractor fan
Cost: £466.43
See Palmac Quote: Q21/3784/CR

4.0 Summary and recommendations

4.1 Facilities Budgets

Iver Heath Pavilion Fire Equipment, Alarm and Detection Systems
remaining budget £1,774.23

Jubilee Pavilion General Maintenance remaining budget £2,449.69

Iver Heath Pavilion General Maintenance remaining budget -£295.53
(overspent)

Workshop General Maintenance remaining budget £490.02

45B High Street General Maintenance remaining budget -£1,612.63
(overspent)

4.1.1 Facilities Contingency

Facilities Contingency remaining budget £4,292.02

4.2 Recommendations

It is recommended that emergency lighting remedial work (work recommendation 3.5) at Iver Heath Pavilion is funded through the Fire Equipment, Alarm and Detection Systems budget.

It is recommended that key 'flick' switch installation (work recommendation 3.4) at Jubilee Pavilion is funded through the Jubilee Pavilion General Maintenance budget.

It is recommended that the following work recommendations are funded through the Facilities Contingency budget:

- 3.1 All Sites - Fire Risk Assessments
- 3.3 63 Chequers Orchard – electrical installation testing
- 3.6 Iver Heath Pavilion - water tank remedial work
- 3.7 45B High Street – toilet extractor fan

It is recommended that the Facilities and Events Committee request full Council to provide additional funds for work recommendation 3.2 at a cost of £6,512.00.

For further information contact:

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