

**Fire Alarm Panel and Fuse Spur Upgrade  
For Consideration at The Ivers Parish Council Facilities & Events  
Committee on 3<sup>rd</sup> July 2024**

**1.0 Introduction**

The council have made provision, in the 2024-25 budget, for upgrading the fire panel and fuse spur at the Parish Council offices at 45B High Street.

The office is regularly occupied by Parish Council officers and members of the Thames Valley Police Neighbourhood Team. It is also regularly used for Parish Council meetings, often involving members of the public.

**2.0 Duty to Visitors and Employees**

- Article 13 of the Regulatory Reform (Fire Safety) Order 2005 states that:  
Where necessary (whether due to the features of the premises, the activity carried on there, any hazard present or any other relevant circumstances) in order to safeguard the safety of relevant persons, the responsible person must ensure that-
  - a) the premises are, to the extent that it is appropriate, equipped with appropriate fire-fighting equipment and with fire detectors and alarms; and
  - b) any non-automatic fire-fighting equipment so provided is easily accessible, simple to use and indicated by signs.
- Section 2 of the Health and Safety at Work etc. Act 1974 states the following general duties of employers to their employees.
  - (1) It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all his employees.
  - (2) Without prejudice to the generality of an employer's duty under the preceding subsection, the matters to which that duty extends include in particular-
    - (d) so far as is reasonably practicable as regards any place of work under the employer's control, the maintenance of it in a condition that is safe and without risks to health and the provision and maintenance of means of access to and egress from it that are safe and without such risks;
    - (e) the provision and maintenance of a working environment for his employees that is, so far as is reasonably practicable, safe, without risks to health, and adequate as regards facilities and arrangements for their welfare at work.

### **3.0 Quotes Received**

The Deputy Clerk (Facilities & Events) sought quotes from three contractors and the following were received:

#### Contractor 1

The contractor completed an in-person site visit on which the quotation is based.

Quotation also includes: replacement of all fire alarm call points/smoke/heat detectors/alarm indicators to ensure compatibility with the new fire alarm panel and a new fuse spur to meet current regulations.

**£1,860.22**

#### Contractor 2

**£1,400.00**

Quotation also includes: replacement of all fire alarm call points/smoke/heat detectors/alarm indicators to ensure compatibility with the new fire alarm panel and a new fuse spur to meet current regulations.

#### Contractor 3

No quote submitted by the deadline.

### **4.0 Summary and recommendations**

#### 4.1 Budget

Facilities and Events Projects – 8400/9 Fire Panel and Fuse Spur, 45B High Street:

£2,500 budget available for 2024/25.

#### 4.2 Officer's Recommendation

It is recommended to proceed with contractor 2, based on best value for money, completion of a comprehensive site visit and previous knowledge of the contractor's work.

For further information contact:

Nicole McCaig

Deputy Clerk (Facilities & Events)

[office@iversparishcouncil.gov.uk](mailto:office@iversparishcouncil.gov.uk)

01753655331