

SECTION 1A - To be filled in by submitter of the Motion:

Report from	Town Clerk
On behalf of	N/A
Date	23 rd March 2023
For Meeting of Council/Committee	Full Council
Date of meeting	28 th March 2023
Agenda item no.	264/22-23
Confidentiality	N/A
TITLE OF MOTION	DEFIBRILLATOR PADS
MOTION(S)	<ol style="list-style-type: none"> 1) To purchase a spare set of pads for the defibrillator located at Pathfinder Primary School, at a cost of £94.00 (+ VAT). 2) To agree to automatically purchase a new set of spare pads when one set has been used, or its use-by-date is about to expire.
Background	<p>At the Full Council meeting held on 20th December 2022, item 189/22-23, the Town Council agreed to take on the management and maintenance of the newly (re-) installed defibrillator in Northstowe. See also report that came with that meeting item.</p> <p>The defibrillator cabinet is located on the wall outside of Pathfinder Primary School, Northstowe, and contains the following type of defibrillator: HeartSine Samaritan PAD 500P Semi-Automatic Defibrillator.</p>
Issues/items for consideration by the Council	<p>When pads have been used they will need to be replaced straight away. They also expire after a certain amount of time when they also will need to be replaced if not used (The Pad-Pak for this type of defibrillator has a 4-year standby life).</p> <p>The current pads will expire soon (expiry date: 27th August 2023). In addition, it is good practice to have spare pads ready, as pads have a single use only – this, to ensure that the defibrillator can be up-and-running very soon after it has been used.</p> <p>The pads needed are: HeartSine Samaritan PAD SAM 500P and are suitable for patients over 8 years old weighing more than 25kg/55lbs.</p> <p>These can be purchased online from various shops; a HeartSine Adult Pad-Pak which includes a battery – cheapest found online for £94.00 + VAT</p>
Recommendations	<p>For the Town Council;</p> <ol style="list-style-type: none"> 1) To purchase a spare set of pads for the defibrillator located at Pathfinder Primary School, at a cost of £94.00 (+ VAT). 2) To agree to automatically purchase a new set of spare pads when one set has been used, or its use-by-date is about to expire.
Appendices	N/A
Documents:	N/A

SECTION 1B - To be filled in by submitter of the Motion:

Input needed from Clerk?	N/A
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PLEASE NOTE: Agenda item requests: in order to be considered for inclusion on the agenda, motions with all associated papers *must* be received by the Clerk in a final format at least 7 clear daysⁱ before the meeting at which you would like your item to be considered – if any input is required from the Clerk please provide sufficient additional time for the Clerk to schedule in for any feedback and/or additional research that may be required.

SECTION 2 - To be filled in by the Clerk:

Meets/links with Council objectives:	Provide Community Services	√
Staffing Implications: ⁱⁱ	The defibrillator is registered with the Town Council and all administration linked to the clerk's email. Purchase of pads: as RFO.	√
Volunteer need implications:	N/A	√
Equalities & Human Rights ⁱⁱⁱ	<i>There are no equalities and human rights issues Details, where relevant: N/A</i>	√
Crime and Disorder ^{iv}	<i>Crime and disorder have been considered Details, where relevant: N/A</i>	√
Biodiversity ^v	<i>There are no (negative) bio-diversity implications Details, where relevant: N/A</i>	√
Sustainability	<i>Is in line with the Council's Plastic-Free Pledge – N/A</i>	√
Financial ^{vi}	There are no financial implications at this stage – N/A	√
	<i>There will be financial implications; Details: YES – pads will need to be purchased every four years, and whenever the defibrillator is used.</i>	√
	<i>There is provision within the budget Budget heading & details: NO – but 'Contingencies' budget heading could be used for this purpose (£500 set aside for '23-'24).</i>	√
	<i>Decisions may give rise to additional expenditure; Details: YES – as above re: new pads needed whenever being used</i>	√
	<i>Decisions may have potential for income generation; Details: N/A</i>	√
Other Resource implications (besides finance):	<i>Details: N/A</i>	√
Health and Safety implications ^{vii}	<i>Details: N/A</i>	√
Legal	Power under which the spend can be actioned: ^{viii} Public Health Act 1936, s. 234 - Power to provide life-saving appliances.	√
	GDPR - Data Privacy Impact Assessment: ^{ix} Details, where relevant: N/A	√
	Other considerations: N/A	√
Risk Management	<i>Material risks^x exist and these are considered and being assessed: Details: N/A</i>	√
Other Considerations:	YES - Safe storage of spare pads is to be considered.	√

ⁱ Northstowe Town Council's [Standing Order 9 b,d](#).

ⁱⁱ The Council has a legal duty to ensure it looks after employees' health and wellbeing (the Health and Safety at Work etc act 1974).

ⁱⁱⁱ The key legislation regarding unlawful discrimination is the Equality Act 2010, which amongst other requires the Council to monitor for compliance with the Equality Duty.

^{iv} The Council has a legal duty to act with due regards to crime and disorder in the area (Crime and Disorder Act 1998, s17).

^v The Council has a legal duty to have regard to conserving biodiversity (Natural Environment and Rural Communities Act 2006, s40).

^{vi} It is the RFO's duty to manage financial risks on behalf of the Council, as described in the Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015, reg 4.

^{vii} See also Town Council's [Health and Safety Policy](#).

^{viii} See here for an [Overview of relevant discretionary powers](#) beyond the General Power of Competence.

^{ix} See also the Town Council's [Data Protection Policy](#).

^x See Town Council's [Risk Management Plan](#).