

Brixham Town Council

Report No:	41-2018		
Report Type:	Public		
Title:	Fire, Health and Safety Report		
To:	Town Hall Sub Committee	Date:	30.11.18
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Purpose of Report

To update members on the fire, health and safety requirements on the Town Hall.

This report may contain recommendations.

Fire Risk Assessment

Report Identifier 0787C – BTC External Areas. Fire Service Access.

Fire Master have confirmed that it was vehicles parked on the approach road next to the library where the new bollards have been installed that were restricting access rather than vehicles parked in the car park. See attached photographs taken at the time of previous site visits



Report Identifier 0787E - Function Room

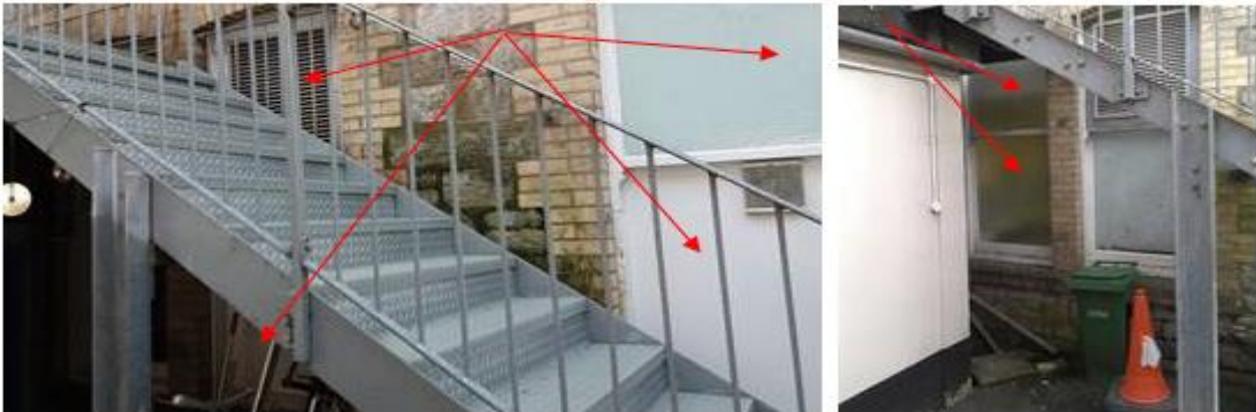
Fire Master have confirmed that the gate is to be unlocked outside of office hours for all room bookings alternatively the key is to be replaced with a push bar or remote green push to exit button. Contacting West Country for quotes.

Report Identifier 0787D - Brixham Theatre

Brixham Town Council have requested that Brixham Theatre CIO provide a copy of their procedure when isolating the beam detector and its reinstatement. Jamie Brown BTCIO has confirmed that their Fire Safety document is currently under review and a copy will be provided to Brixham Town Council on completion.

Means of Escape:

Route 2 Members asked for clarification on which windows require Georgian Wired glass. These windows need 30-minutes fire rating.



The lower windows – can be covered with fire & weather resistant board that will provide no less than 30-minutes fire resistance. The first-floor office windows located above those highlighted on the stair case, do not require Georgian glass as they are high enough above the stairs not to require them to be so.

The fully glazed window could be fire boarded from inside the toilets. Small vent at bottom of stairs could possibly be removed as boiler is now electric this could then be fire boarded. 8 x 4 boards 12mm thickness approx. £9.18 ex VAT from Interline.

Lift

During our weekly fire alarm test it has been confirmed that the lift does not return to the ground floor. Jacksons Lifts have confirmed that the lift would need reprogramming to return to the ground floor on activation of the fire alarm. Jacksons Lifts quoted £154 for an investigative visit and they can then provide a quote for reprogramming.

Emergency Lighting

The Hall Keeper has investigated the fire alarm & emergency lighting queries that were raised. He’s ascertained that the report from West Country Fire Protection is correct. Therefore, the THSC need to consider and agree the following:

Fault	Investigation Time	Cost
Fire Beam Fault	1 hour	£35
Replace Call Point		£75
17 emergency lights		£860
Device 27 on the fire alarm	0.5 hour	£17.50
Replacement heat detector		£75
Function Room 2 Emergency Light Boxes No Power	0.5 hour	£17.50

Scala Hall 4 Emergency Lights. Unable to locate test switches.	0.5 hour	£17.50
Town Council Offices 2 Emergency Light Boxes. No Power	0.5 hour	£17.50
	Sub Total	£1115.00

Recommendation

It is recommended that West Country Fire Protection carry out investigation and remedial works as quoted above.

Intruder Alarm

The intruder alarm has recently been disconnected. This was agreed at a Town Hall Sub Committee on 15th June 2018.

The intruder alarm serviced two zones of the Town Hall as follows:

Old Police House
Function Room

Whilst there were two alarm zones, in reality, the alarm could not be turned on in the Old Police House if the Function Room was being used and vice versa. Therefore, this led to the alarm not being used. However, whenever the electric was cut off the alarm used to bleep regularly throughout the day and night. The only way to stop this was to have it reset, which meant calling out the contractors. In addition, the Town Council was paying the contractor to service the intruder alarm. These were costs to the Town Council for a system that was not being used.

It is not proposed that an intruder alarm is installed on the first floor for the Town Council offices due to the regeneration plans of the Town Hall and the potential relocation of the Council offices. However, an intruder alarm should be taken into consideration once the Council office location has been agreed.

In the meantime, additional security measures have been put in place for the Council offices to ensure that the office remains as secure as possible during this period of time. The Council offices also has CCTV which is an additional security factor.