



BEXHILL-ON-SEA TOWN COUNCIL

Hub, 35 Western Road, TN40 1DU

Report

The following urgent works to be carried out at Bexhill On Sea Town Council Hub 13th March 2024:

1. Defects following the EICR on 19th October 2023, this is a legal requirement audit outcome carried out by Worknest in January 2024.
 - Based on the recent electrical condition report, the following specifications are necessary to meet satisfactory standards. C1/C2 or FI defects are required to be completed. Please refer to section 7 of the report for a comprehensive list of defects:
 - Replace the single socket near the fuse board.
 - Replace the single socket on the 1st floor.
 - Secure the loose trunking and earth block within the fuse board cupboard.
 - Install the missing screw on the middle room grid switch faceplate.
 - Replace the broken 5ft Strip light with an LED twin baton fitting.
 - Remove circuit 8, which appears to be unused.

The cost for these services is £433.00, plus VAT.

- Work Nest Audit outcome urgent request for approval for Worknest online compliance training platform automating the end-to-end process from enrolment to communication and reporting offering over 100 courses covering the most common compliance challenges, This will provide a smart, efficient way to protect the health, safety, and well-being of our employees, and protect your organisation from prosecution, without sacrificing productivity or engagement.

LearningNest Elearning Premier Package Portal access, - 5 Users, £270 per, Plus VAT.

- Fire Risk Assessment to be carried out by Natasha Hamblin from Worknest. Current fire legislation requires that almost all workplaces undertake a suitable Fire Risk Assessment. This assessment identifies hazards and enables steps to be taken to prevent fire to protect the safety of occupants, visitors and those in the immediate vicinity. This will need to be an experienced and qualified Inspector who will provide Bexhill On Sea Town



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Council with a full risk assessment. The areas that need to be taken into consideration are;

- Emergency routes and exits
- Fire detection and warning systems
- Firefighting equipment
- The removal or safe storage of dangerous substances
- An emergency fire evacuation plan
- The needs of vulnerable people, for example, the elderly, young children or those with disabilities
- Providing information to employees and other people on the premises

The cost for the assessment is £995 + VAT including the report.

- Legionella Risk Assessment of domestic water systems throughout the site, a qualified risk assessor is required to carry out a detailed evaluation of the premises, which will ensure compliance with the Approved Code of Practice ACOP L8 & HSE guidelines.
 - They will inspect all aspects of the premise's water system; paying particular attention to problematic areas such as water storage and aerosol-producing systems.
 - Each risk assessments are carried out under their internal procedures which are regularly audited to ensure they meet BS 8580-1:2019 this ensures compliance and quality of service guaranteed to us.
 - The aim when carrying out a Legionella Risk Assessment is to ensure we understand our water systems and the risks posed to staff, and the public. Upon completion, they will provide us with a fully detailed report showing any issues & remedial action required, and advice on the best course of action to ensure the risk of Legionella proliferation is prevented or minimized, their reports are designed to exceed industry standards and meet BS 8580:2010 , but provide practical and concise information to help us identify the key issues and actions to control the risk of Legionella.

Total cost for the assessment inclusive of PDF report £480.00 + VAT.