

West Lavington Parish Council Defibrillator Policy

Introduction

1. An Automated External Defibrillator (AED) is a crucial component in the chain of survival during a sudden cardiac arrest, capable of restoring normal heart rhythm. Public access to AEDs within the community can be lifesaving in emergency situations. West Lavington Parish Council is committed to improving the health and wellbeing of its residents by supporting the installation and maintenance of AEDs in strategic locations throughout the parish.

Aims

2. The aims of this defibrillator policy are:
- a. To establish guidelines for decision-making when applications are made for AED funding, installation and maintenance. Define the parameters under which the Parish Council would consider supporting AED installation on council-owned property
 - b. To appoint guardians and undertake checks and any such maintenance that is necessary and to address training

Scope

3. This policy applies to residents of West Lavington and Littleton Panell and community groups seeking financial support or approval for AED installation on Parish Council-owned buildings or land.

AED Locations

4. Per the Defibrillator Finder UK [website](#).

AED Installation, Checks & Responsibilities

5. AEDs will be:
- a. Clearly visible and easily recognisable.
 - b. Accessible 24 hours a day, 7 days a week. In instances where this is not possible, they will be removed, the Defibrillator Finder UK website updated and South West Ambulance Service informed so that the emergency service call centre is aware of the outage. The Risk portfolio holder is responsible for this in conjunction with the Clerk.
 - c. Protected from extreme temperatures in accordance with manufacturers guidelines.
 - d. Registered with local emergency services and online AED location databases.

6. The Parish Council will:
 - a. Ensure proper maintenance and regular checks of council-owned AEDs in accordance with manufacturers guidelines.
 - b. Assist SWAST with the provision of regular checks on non-council owned devices
 - c. The Risk portfolio holder will:
 - (1) Maintain a list of AED Guardians and confirm twice yearly that the checks are being conducted. This will be discussed at the Annual Parish Council Meeting.
 - (2) Maintain a list of Council owned AEDs ensure the National Defibrillator Network (The Circuit) is updated with records of servicing and dates for the required replacement of constituent components.

AED Guardians

7. The Parish Council will appoint AED Guardians who will be responsible for:
 - a. Conducting regular checks on AEDs.
 - b. Reporting any issues or maintenance needs to the Parish Council.
 - c. Updating records of AED checks and maintenance on The Circuit.

Funding and Installation

8. The Parish Council will consider applications for AED funding or installation on a case-by-case basis after consultation with SWAST (South West Ambulance Service Trust).
9. Factors to be considered include:
 - a. Proposed location and accessibility.
 - b. Proximity to existing AEDs.
 - c. Community need and support.
 - d. Ongoing maintenance and replacement costs.

Training and Awareness

10. The Parish Council will:
 - a. Promote awareness of AED locations within the parish.
 - b. Encourage community members to familiarise themselves with AED use.

- c. Organise periodic community training sessions on CPR and AED use.

Maintenance and Checks

- 11. AEDs will be checked periodically by appointed AED Guardians. Checks will include:
 - a. Green indicator that the device is ready for service
 - b. Any installed heaters are working by checking indicator lights
 - c. Battery life.
 - d. Pad expiration dates.
 - e. General condition of the AED and cabinet.

- 12. Any issues identified during checks will be promptly addressed to ensure AEDs remain in working order.

Review

- 13. This policy will be reviewed annually or more frequently if required due to changes in legislation or best practice.
- 14. By implementing this policy, West Lavington Parish Council aims to improve the chances of survival for individuals experiencing sudden cardiac arrest within the parish.

Revised June 2025 by Peter West
Owner: Risk Portfolio Holder