

## APPENDIX 6

Worknest



Outlook

Further to your request below.

I have considered the existing contract and your request and am prepared to give you the following options. All amounts below are exclusive of VAT.

### 1. Option 1

Worknest releases Chigwell Parish Council from the existing agreement in its entirety with no cancellation charge. This is conditional upon signing a new 5-year agreement for the provision of Health and Safety support only, for a fee of £1,800 per annum, inclusive of one on-site general risk assessment visit per annum. This would also be conditional upon retaining the existing e-learning contract for a minimum of a further 2 years for a fee of £215 per annum.

If you choose this option we would sign a new agreement with you. You would not need to pay for the first year of the new agreement, and we would credit back to you the difference between the fees charged and already paid for Year 4 of the current agreement and the first year of the new agreement. I believe that would be in the region of £1,300 but I can confirm the exact amount if you confirm this is your preferred option.

### 2. Option 2

As per Option 2, except that the new Health and Safety agreement would be a 3-year agreement for an annual fee of £2,000. This would also be conditional upon retaining the existing e-learning contract for a minimum of a further 2 years for a fee of £215 per annum.

If you choose this option we would sign a new agreement with you. You would not need to pay for the first year of the new agreement, but there would be no credit back to Chigwell Parish Council for the difference between the Year 4 fee of the current agreement and the first year fee of a new agreement – that fee effectively being the settlement sum charged for leaving the employment law support 2 years early.

### 3. Option 3

Continue with the existing contract for 2 years up to the existing termination date of 28<sup>th</sup> November 2026. The contract is adjusted to Health and Safety Only, for a fee of £1,800 per annum and e-learning for a fee of £215 per annum. Worknest would then charge a settlement fee of £1,950 on the 2 years' worth of Employment Law support that we had released Chigwell PC from contractually.

# Proposal APPENDIX 7B Chubb

Ref: QUO-39330-F4H9S1 Date: 04/02/2025 www.chubb.co.uk

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## Site Details

**Olga Linkeviciene**  
Chigwell Parish Council  
Offices  
Hainault Road  
CHIGWELL  
IG7 6QZ

## Invoice Details

**Olga Linkeviciene**  
CHIGWELL PARISH  
COUNCIL  
HAINAULT ROAD  
CHIGWELL  
ESSEX  
IG7 6QZ

## Chubb Contact

**David Robertson**  
  
**Tel 1:** +44 (7818) 030015  
**Email:**  
David.Robertson@chubbfs.com

Thank you for requesting a proposal from Chubb Fire & Security. Should you wish to proceed please check the details above are correct then click the link on the email to confirm the purchase and proceed to payment. You will receive a confirmation email, and we will be in touch to schedule your delivery / service.

## I would like to propose the products and services listed below:

Description	Annual Price
Fire Doors Premier	£1,260.00

*All prices exclusive of VAT at current rates*

*This proposal is subject to a credit check and an international trade compliance check by us and is valid for 30 days from the date above. The agreement between us will be subject to the Chubb Standard Terms and Conditions which, should you choose to proceed, you may review at [Chubbprotect.com](https://chubbprotect.com). Chubb's registered company number is 524469 and our registered address is Chubb House, Shadsworth Road, Blackburn, Lancashire, BB1 2PR.*



Chubb is a leading UK provider of fire safety and security solutions for businesses and organizations. For over 200 years, we have aimed to make the world safer by offering essential systems, equipment, and services. With increasing demands on businesses, Chubb is a partner you can trust.

## Benefits of partnering with Chubb:

- 24/7 nationwide branch network
- Full range of fire and security products and services
- Reliable service and maintenance
- Easy online account management
- Trusted partner



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## Our Services

Our services are designed to meet your unique needs with exceptional quality and reliability, offering comprehensive solutions that enhance your daily life and business operations.

### Fire Safety

- Audit and System Design
- Fire Risk Assessment
- Fire Detection Systems
- Emergency Lighting and Voice alarms
- Fire Extinguisher systems
- 24/7 Fire Alarm Monitoring
- Fire Extinguishers
- Hose Reel
- Service and Maintenance

### Monitoring

- Monitoring and response services 24/7, 365 days a year
- Intruder and Fire alarm Monitoring
- CCTV RVR / ANPR Monitoring
- Panic Button Monitoring
- Innovative monitoring solutions such as concierge services, remote video tours and driver minder
- Lone Worker Solutions

### Security

- Audit and System Design
- Intruder Systems
- Access Control Systems
- CCTV
- Integrated and Multi-Site Systems
- Monitoring Services
- Service and Maintenance

### Service

- One provider – one point of contact
- 24/7 UK Call Centres
- Seamless rapid response to minimise disruption
- High quality engineer workforce
- Inhouse customer training support

## Full National Presence

When you work with Chubb, you can trust that you are partnering with a reputable national provider of comprehensive in-house fire and security solutions.

Chubb has 12 offices across the UK, 1 monitoring centre and 4 logistic and operations hubs.

## Engineer Excellence

Industry renowned talent audited to the highest of British Standards.



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# Proposal

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# Chubb

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## ChubbmySite Customer Portal



### Effortless Management of Your Account Services

Our dedicated Customer Portal, ChubbmySite provides a seamless way to manage your services and account with us. Designed with your needs in mind, the portal ensures you can access and control your account anytime and from anywhere, enhancing your experience with us.

## Key Features of the Chubb Customer Portal

- **Comprehensive Management:** Easily view and manage all your sites and contracts through a single interface.
- **Invoice Handling:** View, download, and pay your invoices or set up Direct Debit with just a few clicks.
- **Detailed Access:** Get full access to your contracts and service history, including all service visit details.
- **Work Order Tracking:** Keep a tab on your work orders with options to download and review.
- **Keyholder Information:** Update and manage keyholder details as needed to ensure security.
- **Fire Alarm System Testing:** Conveniently test your alarm systems directly from the portal.
- **Instant Support:** Contact us or our dedicated portal Helpdesk whenever you need assistance.

## Why Use Our Customer Portal?

- **24/7 Accessibility:** Gain control over your services at your fingertips, anytime you need.
- **Time Efficiency:** Avoid the hassle of calls and emails; manage everything online quickly and effectively.
- **User-Friendly Interface:** Our portal is designed for ease of use, making navigation simple even for first-time users.
- **Uncompromised Security:** We prioritise the safety of your information with the latest security measures.



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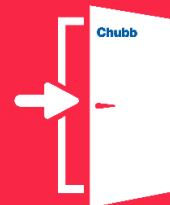
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# Fire Door Inspections

Ref: QUO-39330-F4H9S1 Date: 04/02/2025 www.chubb.co.uk



## Importance of a Fire Door Inspection

Fire safety law requires the person responsible for a building to take steps to ensure the risk of fire is reduced, while providing escape routes to allow the safe evacuation of people in the event of a fire. A major aspect of fire safety and the reduction of risk is the assessment of fire doors.

We provide two fire door inspection 'contract options' which can be taken as a one-off or scheduled on a recurring basis: 12 point Essential or 17-point Premier outlined below.

Which assessment is suitable	Premier	Essential
For HMO's (Housing of Multiple Occupancy)	Green	Red
For building which are not HMO's	Green	Green
Which fire doors will be assessed?	Premier	Essential
The doors you ask Chubb to check, or as agreed in advance	Green	Green
What Chubb's Fire Door Assessments give you	Premier	Essential
1. Indicated fire door's rating 2. Condition of the door 3. Condition and type of glazing 4. Conformity of floor gaps 5. Conformity of side gaps 6. Function and condition of hardware 7. Condition of door frame and side panels 8. Condition of intumescent seals 9. Condition of smoke seals 10. Condition and conformity of hinges 11. Function and condition of manual door-closers 12. Suitability of signage	Green	Green
13. Which doorways have (or should have) Fire Door status 14. Door installation certification 15. Fire rating of side/transom glazing/panels 16. Need for a door to have a vision panel 17. Your checks that fire door hold-open devices correctly release upon activation of the fire alarm	Green	Red
What will the Report Show?	Premier	Essential
Summary number of passes and fails	Green	Green
Each door listed with unique ID : Location : Pass or Fail with reason/s	Green	Green
Detailed report on failures with additional expert advisory information where appropriate	Green	Red
Photograph of each door and non-conformances	Green	Red

Service Plan	Building	Part Number	Qty.	Visits per Year	Price Per Door	Min. Visit Charge	Annual Price	Min. Term
Fire Doors Premier	Head Office	201FKFC83/90359	9	1	£26.50	£420.00	£420.00	2 Years
Fire Doors Premier	Victory Hall	201FKFC83/90359	6	1	£26.50	£420.00	£420.00	2 Years
Fire Doors Premier	Community Hall	201FKFC83/90359	2	1	£26.50	£420.00	£420.00	2 Years

All prices exclusive of VAT at current rates



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# Special Conditions

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## Review our Terms and Conditions

You can review our terms and conditions at:

<https://campaigns.chubb.co.uk/chubb-protect-terms>

This offer is valid for 30 days, and is subject to the Special Conditions outlined, and commercial credit approval.

This proposal is subject to a credit check and an international trade compliance check by us and is valid for 28 days from the date of this proposal. The agreement between us will be subject to the Chubb standard terms and conditions which, should you choose to proceed, you may review at <https://campaigns.chubb.co.uk/chubb-protect-terms>

Due to high increases in inflation and constraints on our supply chain and operations, this quotation is subject to and shall be accepted on the basis of the following Special Conditions and notwithstanding any other term or condition of the contract that is agreed between us, you agree that your acceptance of this quotation means that these Special Conditions shall be included in any contract between us.

- All quoted delivery, installation and completion times are estimates only and cannot be guaranteed.
- All prices shall be subject to variations. We will use reasonable endeavours to inform you of any price changes during the validity of this quotation and will otherwise confirm the final pricing for acceptance immediately prior to order placement. Please note that in addition the price may be varied by us on a fair and reasonable basis during the duration of our contract if, after we have taken all reasonable steps to mitigate any additional costs and expenses, we should suffer any adverse impact during the term of a contract.
- We may need to substitute products as a result of product unavailability, and any substitutions will be advised to you as soon as practicable.
- Should the duration of any contract extend beyond 12 months from the date of the contract, we may adjust our price on the anniversary of each year to reflect increases or decreases in the costs of the material or labour rates indicated by the percentage increase or decrease in the Consumer Price Index during the previous Year. We shall give you not less than one month's prior notice in writing of proposed changes.



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# Appendix - Fire Doors

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# Chubb

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Question	Answer
<b>Premier</b>	
1. Building Name	1. <b>Community Hall</b>
2. Service Type	2. <b>Premier</b>
3. Number of Doors	3. <b>2</b>
4. Premises Type	4. <b>Office</b>
5. Number of Visits	5. <b>1</b>
6. Frequency of Visits	6. <b>2 Years (annually, min 2 visits)</b>
7. Contract Length	7. <b>2 Years</b>
8. Inspection Start Date	8. <b>25/02/2025</b>
1. Building Name	1. <b>Head Office</b>
2. Service Type	2. <b>Premier</b>
3. Number of Doors	3. <b>9</b>
4. Premises Type	4. <b>Office</b>
5. Number of Visits	5. <b>1</b>
6. Frequency of Visits	6. <b>2 Years (annually, min 2 visits)</b>
7. Contract Length	7. <b>2 Years</b>
8. Inspection Start Date	8. <b>25/02/2025</b>
1. Building Name	1. <b>Victory Hall</b>
2. Service Type	2. <b>Premier</b>
3. Number of Doors	3. <b>6</b>
4. Premises Type	4. <b>Office</b>
5. Number of Visits	5. <b>1</b>
6. Frequency of Visits	6. <b>2 Years (annually, min 2 visits)</b>
7. Contract Length	7. <b>2 Years</b>
8. Inspection Start Date	8. <b>25/02/2025</b>



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