

**AUDIBLE INTRUDER ALARMS  
NOTIFICATION TO LOCAL ENVIRONMENTAL HEALTH AUTHORITY  
Of Installation Of A New Alarm System Or A Change Of Alarm Holder**

**Notes**

- i. The Control of Noise (Code of Practice on Noise from Audible Intruder Alarms) Order 1981 (Statutory Instrument 1981:1829) give guidance on methods for reducing the incidence of nuisance by the ringing of alarms. If you permit your alarm to ring unnecessarily action may be taken against you under section 80 of the Environmental Protection Act 1990. It is therefore in your own interest to adhere to the procedures set out in the code of practice, which can be bought at Government bookshops or through book sellers.
- ii. Paragraph 5 of the code of practice states that alarm-holders should, within 48 hours of installing a new alarm system or of taking over an existing one, notify the local environmental health authority of the names, addresses and telephone numbers of at least 2 key-holders.
- iii. This form may be used to notify the local environmental health authority of an existing installation, or that a new installation has been made. Section 4 may be used to notify the local authority of the details of the nominated key holders, for use in emergencies only.
- iv. Section 7 of the form should only be completed if you wish to ask the local authority to agree to a response time of more than 20 minutes (see paragraphs 6.2 and 6.3 of the code of practice).

To the Environmental Health Service, **Broxbourne Borough Council**, Bishops' College, Churchgate, Cheshunt, Hertfordshire. EN8 9XB.

As the person responsible for the audible alarm system installed at the premises indicated at (2) below, I wish to notify you that I have given the names and addresses of my nominated key-holders to

..... Police Station and that I have signed an undertaking that one or other of them will always turn out and will take responsibility for silencing the alarm within 20 minutes, or such longer time as may be agreed with you in writing, from receiving notification that the alarm is ringing.

Signature ..... Date.....

**1. Nature of Installation** (please tick appropriate box) New Installation  Existing Installation

**2. Premises at which the alarm is installed**

Address .....

.....

..... Post Code .....

Occupant's name .....

**3. Person responsible for the alarm** (*the alarm-holder*)

Name	Home address	Business address
Post code:		
Telephone number		

**4. Nominated key-holders** (*one of whom may be the alarm holder*) (*see note iii*)

Name	Home address	Business address
Not required for Council	Not required for Council	Not required for Council
Post Code:		
Telephone:		
Not required for Council	Not required for Council	Not required for Council
Post Code:		
Telephone:		

Unless otherwise requested, key-holder a. will normally be contacted first.

**5. Alarm owner** (*if different from 3. eg. a security company*)

Address .....

Post Code ..... Telephone .....

**6. Alarm maintenance contractor** (*if different from 5.*)

Name .....

Address .....

Post Code ..... Telephone .....

**7. Response time** (*see Note iv.*)

a) I should like to discuss with you the possibility of agreeing a response time of ..... minutes. My reasons for wishing an agreed response time of more than 20 minutes are attached.

Signed ..... (Alarm-holder)

b) We agree that the response time to be adhered to in silencing the audible alarm installed at the address stated in (2) should be ..... minutes.

Signed ..... (Alarm-holder)

Signed ..... For Broxbourne Borough Council

Date .....