

APPENDIX A:**SCHEDULE OF PLANNED MAINTENANCE INSPECTIONS AND CHECKS CARRIED OUT ON BUILDING ASSETS**

Activity	Monthly Frequency	Number of Sites 17/18
Asbestos Annual Audit	12	149
Automated & Manual Vehicle Barriers	12	51
Boiler Servicing	12	62
Catering Equipment		2
CCTV maintenance	6	12
Cyclical Car Park Inspections	12	58
Door Access Controls	12	39
Duct Hygiene	12	4
Emergency Lighting	1	68
Fall Arrest Audit	12	3
Fire Alarm maintenance	3	54
Fire Doors Audits	N/A	23
Fire Equipment	12	50
Fire Risk Assessment		34
Fixed wire Testing (EICR)	36	69
Fixed wire Testing (EICR)	60	7
Gas Safety	12	62
Gas Suppression	6	3
Generators maintenance	6	5
Glazing Surveys		26
HV transformer maintenance	12	3
Legionella (Monthly)	1	27
Legionella (Quarterly)	3	36
Lift Audits	12	26
Lift maintenance	3	24
Lightening Protection	12	12
Lighting Tower & Mast Inspection	12	3
Oil Tank Storage maintenance		
PAT Testing	12	51
Petrol Interceptors	6	4
Powered doors maintenance	12	13
Radon Surveys		22
Refrigeration & Air Conditioning	6	17
Security Alarms maintenance	12	57
Sewerage	6	11
Tree Inspection	12/24	95
Trend Services (BMS)	12	30
UPS	6	3
Vacant Property Inspections	1	2