

Glastonbury House Building Safety Service Schedule

From November 2023

Glastonbury House

Glastonbury House was built in 1968 and is a 16 storey / 45m tall building, with 91 rented general needs homes. It has one central staircase, six clearly signed fire exits, and a total floor area of 5800m².

Category:

Higher risk building - 2

Details of construction:

Reinforced concrete floor and frame with a roughcast external finish. Refurbished in 2014 with over cladding of walls with an external wall system.

Heating type:

Commercial gas boiler.

Parking:

Disabled bays in close proximity of entrance doors, chevroned area for emergency vehicles, access to car park through road with a choice of two areas to park. Permit parking in operation.

Safety checks:

819 each year.

Number of fire doors within the building:

244.

Contact us

 www.thirteengroup.co.uk

 0300 111 1000

 customerservices@thirteengroup.co.uk

Safety Checks

TYPE	FREQUENCY	RESPONSIBLE PERSON
Asbestos reg 4 (communal areas)	Annually	Head of Investment & Cyclical Maintenance
Booster pump	Quarterly	Head of Investment & Cyclical Maintenance
Building façade	Every two years	Head of Compliance & Customer Safety
Calorifier water heater inspection	Quarterly	Head of Investment & Cyclical Maintenance
Closed circuit television	Bi-annually	Head of Investment & Cyclical Maintenance
Cold water storage inspections	Bi-annually	Head of Investment & Cyclical Maintenance
Commercial gas boiler	Bi-annually	Head of Investment & Cyclical Maintenance
Communal EICR	Every five years	Head of Investment & Cyclical Maintenance
Compartmentation survey	Every three years (under review)	Head of Compliance & Customer Safety
Door entry access	Bi-annually	Head of Investment & Cyclical Maintenance
Dry riser (visual)	Annually	Head of Investment & Cyclical Maintenance
Dry riser (water pressure)	Annually	Head of Investment & Cyclical Maintenance
Emergency lighting (annual drain down)	Annually	Head of Investment & Cyclical Maintenance
Emergency lighting (monthly)	Monthly	Head of Investment & Cyclical Maintenance
Fire alarms (quarterly)	Quarterly	Head of Investment & Cyclical Maintenance
Fire alarms (weekly)	Weekly	Head of Building Support Services
Fire doors communal	Quarterly	Head of Compliance & Customer Safety
Fire extinguisher	Annually	Head of Investment & Cyclical Maintenance
Fire risk assessment	Bi-annually	Head of Compliance & Customer Safety
Flat entrance fire doors	Annually	Head of Compliance & Customer Safety
Generator back up (electrical load bank test)	Annually	Head of Investment & Cyclical Maintenance
Generator back up (mechanical certificate)	Bi-annually	Head of Investment & Cyclical Maintenance
Generators insurance	Annually	Head of Investment & Cyclical Maintenance
Laundry	Bi-annually	Head of Investment & Cyclical Maintenance
Lift A (LOLER)	Bi-annually	Head of Investment & Cyclical Maintenance
Lift A (maintenance)	Every two months	Head of Investment & Cyclical Maintenance
Lift B (LOLER)	Bi-annually	Head of Investment & Cyclical Maintenance
Lift B (maintenance)	Every two months	Head of Investment & Cyclical Maintenance
Lighting conductor	Annually	Head of Investment & Cyclical Maintenance
Plant room	Annually	Head of Investment & Cyclical Maintenance
Portable appliance test	Annually	Head of Investment & Cyclical Maintenance
Refuse room (chute damper)	Annually	Head of Investment & Cyclical Maintenance
Refuse room (suppression system)	Monthly	Head of Investment & Cyclical Maintenance
Rooftop fans	Quarterly	Head of Investment & Cyclical Maintenance
Rooftop inspection	Monthly	Head of Building Support Services
Smoke ventilation system	Bi-annually	Head of Investment & Cyclical Maintenance
Structural surveys	To be commissioned 2023/24	Head of Compliance & Customer Safety
Suppression systems (full)	Under design	
Temperature monitoring	Quarterly	Head of Investment & Cyclical Maintenance
Vehicle barriers	Bi-annually	Head of Investment & Cyclical Maintenance
Visual inspection of fire regulations equipment	Monthly	Head of Compliance & Customer Safety
Water risk assessment	Bi-annually	Head of Compliance & Customer Safety

This service schedule is reviewed and refreshed annually in line with our overall risk and assurance approach.