

# PLANNED PREVENTATIVE MAINTENANCE (PPM) SCHEDULE

BARBICAN ESTATE





# About PPM

## What is PPM?

Planned Preventative Maintenance (PPM) is a proactive maintenance strategy where equipment, systems, or infrastructure are regularly serviced and inspected at scheduled intervals, regardless of whether there are any current issues. The goal is to prevent equipment failures, reduce downtime, and extend the lifespan of assets.

## Key Features of PPM

**Scheduled:** Tasks are carried out on a set schedule (weekly, monthly annually, etc.). The frequency is often determined by manufacturer guidelines or legal requirements.

**Preventing Failures:** The plan aims to identify and fix potential issues before they lead to breakdowns, reducing the need for emergency call outs and reducing downtimes.

**Documentation:** Maintenance is recorded for compliance and tracking purposes.

### Benefits:

- Reduces unplanned downtime.
- Improves safety and compliance.
- Enhances asset reliability and efficiency.
- Can lower long-term repair costs.

### Examples:

- Lubrication of machinery
  - Testing fire alarms and emergency lighting
  - Replacing filters in ventilation systems.
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# Fire & Life Safety Systems

## LOCATIONS

All blocks will have some level of PPM required regarding Fire & Life safety systems; however, some will require more than others due to the infrastructure of the building, i.e. some buildings have wet risers whereas others do not.

Car Parks also have PPM requirements in this area for sprinkler systems and fire extinguishers for example.

## TASKS

There are various tasks included in this area from pressure test on fire extinguishers to full system tests on fire alarm and detection systems. Task frequencies depend on legal requirements and vary from weekly visual inspections of sprinkler systems to annual pressure tests of wet risers.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed. Where “None” is shown in the “Performed By” column this indicates tasks that are not yet scheduled.

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# Fire & Life Safety Systems

Location	Sub-Element	Task	Performed By	Current Frequency
All Blocks	Fire Doors	Visual Inspection and Adjustment	Sureserve	Annually
All Blocks	Fire Safety Signage	Condition Inspection	Sureserve	Annually
All Blocks	Emergency Lighting	Function Test & Visual Inspection	Sureserve	Monthly
All Blocks	Emergency Lighting	Full System Test & Service	Sureserve	Annually
All Blocks	Smoke Control Systems / AOVs	Function Test & Visual Inspection	Sureserve	6 Monthly
All Blocks	Smoke Control Systems / AOVs	Full System Test & Service	Sureserve	Annually
All Blocks	Risk Assessments	Risk Assessments	Ad Hoc	Annually
Most Blocks	Dry Risers	Visual Inspection	Sureserve	6 Monthly
Most Blocks	Dry Risers	Pressure Tests	Sureserve	Annually
Some Blocks	Fire Alarm & Detection Systems	Function Test & Visual Inspection	Sureserve	Monthly
Some Blocks	Fire Alarm & Detection Systems	Full System Test	Sureserve	Annually
Some Blocks	Wet Risers	Visual Inspection	Sureserve	6 Monthly
Some Blocks	Wet Risers	Pressure Tests	Sureserve	Annually
Car Parks	Fire Dampers / Roller Shutters	Function Test & Visual Inspection	Sureserve	6 Monthly
Car Parks	Fire Dampers / Roller Shutters	Full System Test & Service	Sureserve	Annually
Car Parks	Fire Extinguishers	Visual Inspection	Sureserve	Monthly
Car Parks	Fire Extinguishers	Pressure Tests	Sureserve	Annually
Car Parks	Fire Extinguishers	Replacement	Sureserve	Variable (depends on type)
Car Parks	Sprinkler Systems	Function Test & Visual Inspection	Sureserve	Weekly
Car Parks	Sprinkler Systems	Function Test & Visual Inspection	Sureserve	Monthly
Car Parks	Sprinkler Systems	Full System Test & Service	Sureserve	Quarterly
Car Parks	Sprinkler Systems	Full System Test & Service	Sureserve	6 Monthly
Car Parks	Sprinkler Systems	Full System Test & Service	Sureserve	Annually
Car Parks	Hose Reels	Function Test & Visual Inspection	Sureserve	Annually





# Mechanical Services

## LOCATIONS

All blocks will have some level of PPM required for Mechanical Services; however, some will require more than others due to the infrastructure of the building, i.e. some buildings have ventilation systems whereas others do not.

Car Parks also have PPM requirements in this area for car park fans as an example. There are also Non-Block locations such as the Barbican Estate Office that have maintenance requirements.

## TASKS

There are various tasks included in this area from visual inspections of pumps to full system tests and servicing of ventilation systems. Task frequencies depend on legal requirements and vary from quarterly visual inspections to 5-yearly structural surveys of the Petrol interceptors in car parks.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed. Where “None” is shown in the “Performed By” column this indicates tasks that are not yet scheduled.

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Mechanical Services

Location	Sub-Element	Task	Performed By	Current Frequency
All Blocks	Pumps	Visual Inspection	Ad Hoc	Quarterly
All Blocks	Pumps	Full System Test & Service	Ad Hoc	Annually
All Blocks	Ventilation Systems	Full System Test & Service	PSO	Annually
All Blocks	Ventilation Systems (Inside Flats)	Cleaning & Visual Inspection	Chigwell	Annually
All Blocks	Shut-Off / Isolation Valves	Function Test & Visual Inspection	None	
All Blocks	Soil and Vent Pipework	Visual Inspection	None	
All Blocks	Soil and Vent Pipework	CCTV Survey	None	
All Blocks	Architectural Ironmongery (Communal Doors)	Function Test & Service	None	
All Blocks	Architectural Ironmongery (Privacy Screens)	Function Test & Service	None	
All Blocks	Garchey	Cleaning & Visual Inspection	Garchey Team	6 Monthly
All Blocks	Garchey	Full System Test & Service	Garchey Team	Annually
All Blocks	Garchey	Structural Survey of System	Ad Hoc	5 Yearly
All Blocks	Underfloor Heating	Condition Survey	None	
Some Blocks	Boilers	Full System Test & Service	Ad Hoc	Annually
Some Blocks	Generators	Function Test & Visual Inspection	Sureserve	Monthly
Some Blocks	Generators	Function Test & Visual Inspection	Sureserve	Quarterly
Some Blocks	Generators	Full System Test & Service	Sureserve	Annually
Some Blocks	Ventilation Systems (Towers)	Full System Test & Service	PSO	Quarterly
Some Blocks	Pressure Reducing Sets	Function Test & Visual Inspection	None	
Some Blocks	Expansion Vessels / Pressurisation Units	Function Test & Visual Inspection	Guardian	Annually
Non-Block (BEO / EC)	Air Conditioning Units	Function Test & Visual Inspection	Ad Hoc	6 Monthly
Non-Block (BEO / EC)	Toilet Alarms	Function Test & Visual Inspection	Sureserve	Monthly
Non-Block (BEO / EC)	Toilet Alarms	Full System Test & Service	Sureserve	Annually
Non-Block (BEO / EC)	Thermostatic Mixing Valves	Function Test & Visual Inspection	Guardian	Annually
Car Parks	Car Park Fans	Visual Inspection	Ad Hoc	Quarterly
Car Parks	Car Park Fans	Full System Test & Service	Ad Hoc	Annually
Car Parks	Petrol Interceptors	Visual Inspection	Ad Hoc	Quarterly
Car Parks	Petrol Interceptors	Full System Test & Service	Ad Hoc	Annually
Car Parks	Petrol Interceptors	Structural Survey of System	Ad Hoc	5 Yearly





# Building Fabric

## LOCATIONS

All blocks will have some level of PPM required regarding building fabric; however, some will require more than others due to the infrastructure of the building, i.e. some buildings have roof access ladders whereas others do not.

## TASKS

There are various tasks included in this area from visual inspections of expansion joints to function checks on roof access ladders. Task frequencies depend on legal requirements and vary from weekly visual inspections of playground equipment to 10-yearly tests of concrete.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed. Where “None” is shown in the “Performed By” column this indicates tasks that are not yet scheduled.

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Building Fabric				
Location	Sub-Element	Task	Performed By	Current Frequency
All Blocks	Concrete Testing	Visual Inspection & Testing	Ad Hoc	5 Yearly
All Blocks	Concrete Testing	Full Test	Ad Hoc	10 Yearly
All Blocks	Glazing (Common Parts)	Visual Inspection	None	
All Blocks	Glazing (Seal Checks)	Visual Inspection	None	
All Blocks	Window/Door Frames	Visual Inspection	None	
All Blocks	Redecoration (Internal Common Parts)	Cyclical Works	Ad Hoc	At least as per lease
All Blocks	Redecoration (External)	Cyclical Works	Ad Hoc	At least as per lease
All Blocks	Expansion Joints (Podium)	Visual Inspection & Testing	None	
All Blocks	Expansion Joints (Block)	Full Test	None	
All Blocks	Expansion Joints (Podium)	Visual Inspection & Testing	None	
All Blocks	Expansion Joints (Block)	Full Test	None	
All Blocks	Floor Finishes (Common Parts)	Cyclical Works	Ad Hoc	At least as per lease
All Blocks	Compartmentation Surveys	Visual Inspection	None	
All Blocks	Asbestos	Management Surveys	Eton Environmental	Annually
All Blocks	Paving and Flagstone Condition Survey	Visual Inspection	None	
Most Blocks	Balustrades	Visual Inspection	None	
Most Blocks	Eyebolts / Fall Arrest Systems	Function Check	Ad Hoc	Annually
Most Blocks	Roofs	Visual Inspection and Cleaning	Elkins	To be agreed
Most Blocks	Balconies	Visual Inspection and Cleaning	Elkins	To be agreed
Most Blocks	Drainage	Visual Inspection and Cleaning	Elkins	To be agreed
Most Blocks	Bird Netting / Spikes	Visual Inspection	None	
Some Blocks	Roof Access Ladders	Function Check	Ad Hoc	Annually
Some Blocks	Playground Equipment	Visual Inspection	None	Weekly
Some Blocks	Playground Equipment	Operational	None	Monthly
Some Blocks	Playground Equipment	Independent Inspection - RPII	None	Annually





# Water Hygiene

## LOCATIONS

All blocks will have some level of PPM required for Water Hygiene; however, some will require more than others due to the infrastructure of the building, i.e. some buildings have drinking water storage tanks whereas others do not.

There are also Non-Block locations such as the Barbican Estate Office that have maintenance requirements.

## TASKS

There are various tasks included in this area from visual inspections of cold-water storage tanks to sampling tests of drinking water storage tanks. Task frequencies depend on legal requirements and vary from monthly visual inspections to annual risk assessments.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed. Where “None” is shown in the “Performed By” column this indicates tasks that are not yet scheduled.

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# Water Hygiene

Location	Sub-Element	Task	Performed By	Current Frequency
All Blocks	Cold Water Storage Tanks	Visual Inspection	Guardian	Monthly
All Blocks	Cold Water Storage Tanks	Temperature Testing	Guardian	Monthly
All Blocks	Cold Water Storage Tanks	Sampling	Guardian	6 Monthly
All Blocks	Cold Water Storage Tanks	Cleaning & Visual Inspection	Guardian	Annually
All Blocks	Expansion Tanks / Overflows	Cleaning & Visual Inspection	None	
All Blocks	Risk Assessments	Risk Assessments	Ad Hoc	Annually
Some Blocks	Drinking Water Storage Tanks	Visual Inspection	Guardian	Monthly
Some Blocks	Drinking Water Storage Tanks	Temperature Testing	Guardian	Monthly
Some Blocks	Drinking Water Storage Tanks	Sampling	Guardian	6 Monthly
Some Blocks	Drinking Water Storage Tanks	Cleaning & Visual Inspection	Guardian	Annually
Non-Block (BEO / EC)	Calorifiers	Visual Inspection	Guardian	Monthly
Non-Block (BEO / EC)	Calorifiers	Temperature Testing	Guardian	Monthly
Non-Block (BEO / EC)	Calorifiers	Cleaning & Visual Inspection	Guardian	Annually





# Access & Security

## LOCATIONS

Primary locations for Access and Security PPM are car parks and communal areas as these are the key areas of CCTV and access control systems, however most blocks will have intercom systems that will require PPM.

## TASKS

There are various tasks included in this area from quarterly function tests and visual inspections of CCTV to full system tests & servicing of automatic gates and barriers across the estate.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed. Where “None” is shown in the “Performed By” column this indicates tasks that are not yet scheduled.

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# Access & Security

Location	Sub-Element	Task	Performed By	Current Frequency
Most Blocks	Intercom Systems	Function Test & Visual Inspection	None	
Some Blocks	Automatic Closing Doors	Function Test & Visual Inspection	Ad Hoc	Quarterly
Some Blocks	Automatic Closing Doors	Full System Test & Service	Ad Hoc	Annually
Non-Block (BEO / EC)	Access Control Systems	Function Test & Visual Inspection	None	
Car Parks	CCTV	Function Test & Visual Inspection	Ad Hoc	Quarterly
Car Parks	CCTV	Full System Test & Service	Ad Hoc	Annually
Car Parks	Automatic Gates and Barriers	Function Test & Visual Inspection	Ad Hoc	Quarterly
Car Parks	Automatic Gates and Barriers	Full System Test & Service	Ad Hoc	Annually





# Electrical Systems

## LOCATIONS

All blocks will have PPM required for electrical systems, while all blocks will have the same tasks carried out the scale of these tasks will depend on the infrastructure of the building.

There are also Non-Block locations such as the Barbican Estate Office that requires equipment to be PAT tested annually.

## TASKS

There are various tasks included in this area from annual visual inspections of block lighting carried out by PSOs, to 5-yearly inspections and testing of fixed wiring.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed.

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# Electrical Systems

Location	Sub-Element	Task	Performed By	Current Frequency
All Blocks	Fixed Wiring	Full Inspection & Testing	Ad Hoc	5 Yearly
All Blocks	Lightning Protection	Function Test & Visual Inspection	Sureserve	11 Monthly
All Blocks	Internal (Block) Lighting	Visual Inspection	PSO	Annually
All Blocks	External Lighting	Visual Inspection	PSO	Annually
All Blocks	UPS Systems	Function Test & Visual Inspection	Sureserve	Quarterly
All Blocks	UPS Systems	Full System Test & Service	Sureserve	Annually
All Blocks	Surge Protection Devices	Function Test & Visual Inspection	Ad Hoc	Annually
Non-Block (BEO / EC)	PAT Testing	Full Inspection & Testing	Ad Hoc	Annually
Non-Block (BEO / EC)	BMS Panels	Full System Test & Service	Ad Hoc	Annually



# Lifts

## LOCATIONS

Locations for PPM in relation to lifts will naturally be in all blocks in which there are lifts installed. This will include any lift in which residents utilise to access their apartments and are maintained by the Barbican Estate Office.

## TASKS

There are various tasks included in this area from monthly maintenance of lifts to full system tests & servicing of auto diallers.

The table on the following page displays all elements that make up this category along with who the PPM sits with and the frequency this is completed.

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# Lifts

Location	Sub-Element	Task	Performed By	Current Frequency
Most Blocks	Lifts	Preventative Maintenance	Guideline	Monthly
Most Blocks	Lifts	LOLER Inspections	BES	6 Monthly
Most Blocks	Lifts	SAFED Checks	Guideline	Annually
Most Blocks	Autodiallers	Function Test & Visual Inspection	Guideline	Quarterly
Most Blocks	Autodiallers	Full System Test & Service	Guideline	Annually
Most Blocks	Monitoring Systems	Function Test & Visual Inspection	Guideline	Annually
Most Blocks	Fireman's Lift Controls	Function Test & Visual Inspection	Guideline	Annually

# Summary

A clear Planned Preventative Maintenance schedule is essential for the effective management of assets and infrastructure across the estate. With many of the Barbican's assets reaching their "end of life", PPM is key to ensuring their longevity is extended as far as is reasonably practicable, outages are kept minimal and potentially expensive reactive call-outs are avoided.

This formalised PPM Schedule is something that should have been in place from inception. With a firm schedule now in place we can ensure we are meeting legal requirements as well as manufacturer's recommendations which help ensure compliance and longevity of assets.

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