



DRUMMOND STREET

Dear All,

I continue to work alongside of Terry Jones to complete any maintenance or upgrading works. An annual maintenance system is kept and followed to maintain the running of the complex.

#### WORKS ACHIEVED

- We continue to work with the WCC to tackle the ongoing graffiti and rubbish that gets left outside the building front on the path. Although the rubbish is not inside the complex it is a sore eye sight view along the front path and needs to be removed.
- We regularly have super market trolleys left outside the complex pathways and carparks. The super markets are contacted immediately to collect them. This avoids trolleys leaning against the gates or building.
- Another bike rack has been installed to cope with the number of bikes at the complex. This is to stop chaining to the new gates.
- The exterior building wash was completed on the 14 th and 15 th of March 2017.
- 6 Monthly Trial Evacuations have been kept up to date just completed on the 15 th May. The assessment report has a new section called pre- trial evacuation inspection completed by the safety officer before starting the evacuation. The report showed some good changes.
  1. Time taken to evacuate was near 3 minutes faster.
  2. The 111 call was made this year as previous years no one would bother calling.
  3. Tenants checked all areas before coming outside including the toilet.Section B (1) emergency procedures notices were displayed in the building
- Annual Fire Alarm Survey & 6 Monthly Emergency lightening completed this month and an emergency exit light in Block B has been replaced.
- I believe we have the right schedule for our Daily Waste bin empties to accommodate the tenants' rubbish without over paying for more empties than needed. The bin is emptied every Monday, Wednesday, Friday and Sunday. Recycle bins are emptied every Monday and Fridays.

- Complete Aluminium Maintenance made a repair to block C door. Tenants that don't have their keys were jamming the door open with objects.
- All stairwell common area carpets are well maintained by being professionally cleaned twice a year by Coastal Carpet.
- Pestproof has an ant management program in place which started in October 2016, treated again in December and March 2017  
Flat 7 – One off Interior ant treatment  
Flat 3 - One off Interior ant treatment
- October 2016 - Dog Tech uses their specially trained dog to try and locate a scent of drugs. They run up and down the common area stairwells and walk around the exterior grounds. This has been put in place by Terry Jones and will continue to run this year.
- The Building Warrant Of Fitness is up to date and the next one is due in July this year.
- Vistagate who is the internet provided has reported they are experiencing coverage problems due to their located ariegal placed on block B roof top, has fallen over. Once they have confirmed their plan we will work with them while they make the necessary repairs to the roof top.