

ESTATE INSPECTIONS

SITE: Elmdale Gardens

Date: 10 May 2011

Neighbourhood Voice or Tenant Rep: N/A Housing Officer – Wendy Kelloway

EXTERNAL

<u>CAR PARKS</u> Tax, condition, where parked, commercial vans, caravans, trailers, disabled space No untaxed vehicles noted. No caravans or trailers.	<u>Action</u> None
<u>BIN STORE/RUBBISH</u> Where stored, adequate space, how many bins, cleanliness, weeds, gates, fencing. Bulky items, old furniture, rubbish bags No Communal Bin Store	<u>Action</u> None
<u>LITTER</u> Generally around site, old furniture etc Generally litter free	<u>Action</u> None
<u>DRYING AREA</u> Gates, fencing, weeds, washing lines, how many, condition No Communal Drying Area – Individual washing lines in good condition	<u>Action</u> None

<p><u>GARDENING</u> Maintenance contracts, trees, weeds, shrubs</p> <p>Hedges at front need cutting. Noted that there are gaps in hedges around car park and some hedging has died off</p> <p>No problems with moss noted at this visit</p> <p>Is the grass more than 60mm in Height No</p>	<p><u>Action</u></p> <p>Gardeners contacted to quote for replacing dead hedges and filling gaps.</p>
<p><u>SIGNS</u> Readable, secure, replacement</p> <p>All readable and secure</p>	<p><u>Action</u></p> <p>None</p>
<p><u>PATHS/WALKWAYS</u> Trip hazards, grit boxes</p> <p>No trip hazards noted. Grit bins full</p>	<p><u>Action</u></p> <p>None</p>
<p><u>INDIVIDUAL PROPERTIES - EXTERNAL</u> Gardens, rubbish, old cars</p> <p>One property has a lot of rubbish at the front and rear</p>	<p><u>Action</u></p> <p>Individual contacted about removing rubbish again.</p>

INTERNAL

<p><u>LIGHTING</u> Working, flickering, damaged</p> <p>All OK</p>	<p><u>Action</u></p> <p>None</p>
<p><u>CLEANLINESS/RUBBISH ETC</u> Maintenance Contracts, litter, windows</p> <p>Following the last inspection the laundry has been cleaned properly Mats to the laundry and WC have been replaced</p>	<p><u>Action</u></p> <p>Wendy reminded cleaners to ensure the laundry is cleaned thoroughly when they carry out their bi-monthly clean</p>
<p><u>INDIVIDUAL METER CUPBOARDS</u> Condition, locks, rubbish, storage</p> <p>All in good condition</p>	<p><u>Action</u></p> <p>None</p>
<p><u>GENERAL</u> Condition generally, storage, landings clear</p> <p>N/A</p>	<p><u>Action</u></p> <p>None</p>

<u>WINDOWS/DOORS/SECURITY</u> N/A	<u>Action</u> None
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<u>IMPROVEMENTS</u> Re-decoration of the outside WC	<u>Action</u> Dependent on budgets the WC will be re-decorated
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<u>LANDLORDS SUPPLY METER READING</u> <u>METER LOCATION</u> Bottom Box outside Common Room <u>METER READING</u> <u>78441</u>
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PET OVERALL ASSESSMENT (RED/AMBER/GREEN – POOR/AVERAGE/GOOD)	Good
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