

ESTATE INSPECTIONS

SITE: Wycliffe Row

Date: 30/9/11

Neighbourhood

Voice or

Tenant Rep:

EXTERNAL

CAR PARKS

Tax, condition, where parked, commercial vans, caravans, trailers, disabled space

Grating and paving around the two trees has started to lift due to the roots.

Action

Photos taken for maintenance department to inspect and carry out any works

BIN STORE/RUBBISH

Where stored, adequate space, how many bins, cleanliness, weeds, gates, fencing. Bulky items, old furniture, rubbish bags

Nothing noted

Action

LITTER

Generally around site, old furniture etc

Nothing noted

Action

<p><u>DRYING AREA</u> Gates, fencing, weeds, washing lines, how many, condition</p> <p>Light above gate leading to the drying area has not been lowered following previous inspection</p>	<p><u>Action</u></p> <p>Housing officer to arrange resiting of light with maintenance department</p>
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<p><u>GARDENING</u> Maintenance contracts, trees, weeds, shrubs</p> <p>Nothing noted</p> <p>Is the grass more than 60mm in height N/A</p> <p>If YES how high.....</p>	<p><u>Action</u></p>
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<p><u>SIGNS</u> Readable, secure, replacement</p> <p>Nothing noted</p>	<p><u>Action</u></p>
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<p><u>PATHS/WALKWAYS</u> Trip hazards, grit boxes</p> <p>Nothing noted</p>	<p><u>Action</u></p>
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INDIVIDUAL PROPERTIES - EXTERNAL

Gardens, rubbish, old cars

Nothing noted

Action

INTERNAL

LIGHTING

Working, flickering, damaged

Nothing noted

Action

CLEANLINESS/RUBBISH ETC

Maintenance Contracts, litter, windows

Nothing noted

Action

INDIVIDUAL METER CUPBOARDS

Condition, locks, rubbish, storage

Nothing noted

Action

<p><u>GENERAL</u> Condition generally, storage, landings clear</p> <p>Bags and items of rubbish in bike store area.</p>	<p><u>Action</u></p> <p>Clearance of the bike to area to be arranged by housing officer. Letter to be sent to residents about not using this area for storage of rubbish items. Any resident found to be doing this will be charged for the clearance</p>
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<p><u>WINDOWS/DOORS/SECURITY</u></p> <p>Nothing noted</p>	<p><u>Action</u></p>
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<p><u>IMPROVEMENTS</u></p> <p>Nothing noted</p>	<p><u>Action</u></p>
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LANDLORDS SUPPLY METER READING

METER LOCATION. N/A

METER READING

PET OVERALL ASSESSMENT (RED/AMBER/GREEN – POOR/AVERAGE/GOOD)

Good