

ESTATE INSPECTIONS

SITE:

Date:

Neighbourhood Voice or Tenant Rep:

EXTERNAL

<p><u>CAR PARKS</u> Tax, condition, where parked, commercial vans, caravans, trailers, disabled space</p> <p>Some residents have complained about the lorries from the new carpet shop operating in the building of the old library. Specifically the complaints are about the lorries damaging the paving stones within Clockhouse Mews. The Housing Officer spoke with the owner of carpet shop and was assured that there would be on average no more than 2 or 3 small lorries/vans per day accessing the site and parking in the parking bay allocated to the carpet shop. The length of visit should be about 5 minutes per time on average.</p>	<p><u>Action</u></p> <p>Situation to be monitored especially any damage being caused to the paving stones.</p>
<p><u>BIN STORE/RUBBISH</u> Where stored, adequate space, how many bins, cleanliness, weeds, gates, fencing. Bulky items, old furniture, rubbish bags</p> <p>Nothing noted</p>	<p><u>Action</u></p>
<p><u>LITTER</u> Generally around site, old furniture etc</p> <p>Nothing noted</p>	<p><u>Action</u></p>
<p><u>DRYING AREA</u> Gates, fencing, weeds, washing lines, how many, condition</p> <p>Nothing noted</p>	<p><u>Action</u></p>

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<p><u>GARDENING</u> Maintenance contracts, trees, weeds, shrubs</p> <p>Gardeners have been informed about the ivy growing up the wall to the rear of Flat 10 and requested to cut it back. Gardeners have been informed about the overgrowing bush to the rear of Flat 10 and requested to cut it back.</p> <p>Is the grass more than 60mm in height YES / NO</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><u>Action</u></p>
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<p><u>INDIVIDUAL PROPERTIES - EXTERNAL</u> Gardens, rubbish, old cars</p> <p>Nothing noted</p>	<p><u>Action</u></p>
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INTERNAL

<p><u>LIGHTING</u> Working, flickering, damaged</p> <p>Nothing noted</p>	<p><u>Action</u></p>
<p><u>CLEANLINESS/RUBBISH ETC</u> Maintenance Contracts, litter, windows</p> <p>Nothing noted</p>	<p><u>Action</u></p>
<p><u>INDIVIDUAL METER CUPBOARDS</u> Condition, locks, rubbish, storage</p> <p>Nothing noted</p>	<p><u>Action</u></p>
<p><u>GENERAL</u> Condition generally, storage, landings clear</p> <p>Nothing noted</p>	<p><u>Action</u></p>

<u>WINDOWS/DOORS/SECURITY</u> Nothing noted	<u>Action</u>
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<u>IMPROVEMENTS</u> Nothing noted	<u>Action</u>
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<u>LANDLORDS SUPPLY METER READING</u> <u>METER LOCATION</u> <u>METER READING</u>
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PET OVERALL ASSESSMENT (RED/AMBER/GREEN – POOR/AVERAGE/GOOD)	Good
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