

ESTATE INSPECTIONS

SITE:

Date:

Neighbourhood Voice or Tenant Rep:

EXTERNAL

Housing Officer: Wendy Kelloway

<p><u>CAR PARKS</u> Tax, condition, where parked, commercial vans, caravans, trailers, disabled space</p> <p>No untaxed vehicles noted in Redland spaces. Rest of car park responsibility of Management Company</p>	<p><u>Action</u></p> <p>None</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>Bin store responsibility of Management Company</p>	<p><u>Action</u></p> <p>None</p>
<p><u>LITTER</u> Generally around site, old furniture etc</p> <p>A lot of litter noted on the front footpath and garden</p>	<p><u>Action</u></p> <p>Passed this information to Management Company to ask Caretakers to tend to this area</p>
<p><u>DRYING AREA</u> Gates, fencing, weeds, washing lines, how many, condition</p> <p>N/A</p>	<p><u>Action</u></p> <p>None</p>

<p><u>GARDENING</u> Maintenance contracts, trees, weeds, shrubs</p> <p>Responsibility of Management Company Generally OK</p>	<p><u>Action</u></p> <p>None</p>
<p><u>SIGNS</u> Readable, secure, replacement</p> <p>Noted that sign regarding Housing Association Flats has been removed from outside the front door. I have asked for a sign to point visitors in the right direction of flats 39-44 and 67-72 to be put up at the bottom of the main stairs.</p>	<p><u>Action</u></p> <p>I have chased the Management Company about this on 9/11/11</p>
<p><u>PATHS/WALKWAYS</u> Trip hazards, grit boxes</p> <p>Responsibility of Management Company</p>	<p><u>Action</u></p> <p>None</p>
<p><u>INDIVIDUAL PROPERTIES - EXTERNAL</u> Gardens, rubbish, old cars</p> <p>N/A</p>	<p><u>Action</u></p> <p>None</p>

INTERNAL

<p><u>LIGHTING</u> Working, flickering, damaged</p> <p>Noted that light in stairwell leading to the rear car park was flickering</p>	<p><u>Action</u></p> <p>Reported to Management Company 9/11/11</p>
<p><u>CLEANLINESS/RUBBISH ETC</u> Maintenance Contracts, litter, windows</p> <p>Hallways outside Redland flats clean and tidy</p>	<p><u>Action</u></p> <p>None</p>
<p><u>INDIVIDUAL METER CUPBOARDS</u> Condition, locks, rubbish, storage</p> <p>N/A</p>	<p><u>Action</u></p> <p>None</p>
<p><u>GENERAL</u> Condition generally, storage, landings clear</p> <p>Generally good</p>	<p><u>Action</u></p> <p>None</p>

<u>WINDOWS/DOORS/SECURITY</u> All doors into the building were locked and secure	<u>Action</u> None
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<u>IMPROVEMENTS</u> None	<u>Action</u> None
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<u>LANDLORDS SUPPLY METER READING</u> <u>METER LOCATION</u> <p style="text-align: center;"><u>Not Applicable</u></p> <u>METER READING</u>
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PET OVERALL ASSESSMENT (RED/AMBER/GREEN – POOR/AVERAGE/GOOD)	Average
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