

# Estate Inspection

Date of Inspection: 20<sup>th</sup> March 2018

Housing Officer: Lisette Glanvill – Housing Officer (HO)

Attendee: None

Weather conditions: Dry

## QP17 – Ardingly Court

| Block       | Flat | Description of problem   | Action taken | Job number |
|-------------|------|--|--------------|------------|
| Block 1-6   |      | Roof tile adhesive in GF bin room to be removed – left by mears contractor | <b>Mears</b> |            |
|             |      | 1 <sup>st</sup> floor bin room – closure broken – needs replacing          | <b>Mears</b> |            |
|             |      | Fire door to F3 & 4 not fully closing                                      | <b>Mears</b> |            |
|             |      | GF bin room door, not closing, closure needs adjusting                     | <b>Mears</b> |            |
| Block 7-12  |      | Top floor, bin room, closure to be adjusted                                | <b>Mears</b> |            |
| Block 13-18 |      | 1 <sup>st</sup> floor window seized up – needs work                        | <b>Mears</b> |            |

| <b>Block</b> | <b>Flat</b> | <b>Description of problem</b>  | <b>Action taken</b> | <b>Job number</b> |
|--------------|-------------|--|---------------------|-------------------|
| Block 25-30  |             | Top floor bin room – remove shoes, 2 x bins, paint, lcd frame & 2 bits of wood                                 | <b>Estates</b>      |                   |
|              |             | Window on GF/1 <sup>st</sup> stairwell severe visibility (actually on 1 <sup>st</sup> floor – 2 large windows) | <b>Mears</b>        |                   |
|              |             | GF fire door not closing – too much paint  | <b>Mears</b>        |                   |
|              |             | MED not closing – door mechanism not working   | <b>Mears</b>        |                   |
| Block 31-36  |             | TF no loft hatch   | <b>M&amp;E</b>      |                   |
|              |             | TF bin room – remove: 2 shelves, 2 chairs, 1 large piece of wood (Shelf unit?)                                 | <b>Estates</b>      |                   |
|              |             | 1 <sup>st</sup> floor fire door not closing – adjust closure   | Mears               |                   |
|              |             | 1 <sup>st</sup> floor window seized up – needs work  | <b>Mears</b>        |                   |
|              |             | GF bin room door not closing - adjust closure  | <b>Mears</b>        |                   |
|              |             | Wood rotting in door canopy – needs refixing & repainting  | <b>Mears</b>        |                   |
| Block 37-42  |             | Bin room door not closing – adjust closure   | <b>Mears</b>        |                   |
|              |             | TF window locked – unlock & leave key behind   | <b>Estates</b>      |                   |

| <b>Block</b> | <b>Flat</b> | <b>Description of problem</b>  | <b>Action taken</b>  | <b>Job number</b> |
|--------------|-------------|--|----------------------|-------------------|
|              |             | Top floor window seized up – needs work  | <b>Mears</b>         |                   |
|              |             | Top floor bin room – remove A4 bit of chipboard  | <b>Estates</b>       |                   |
|              |             | No locks on loft hatch by Flat 17 & 18   | <b>M&amp;E</b>       |                   |
|              |             | 1 <sup>st</sup> floor bin room – I don't have a key to open it                                   | <b>Estates to HO</b> |                   |
|              |             | 1 <sup>st</sup> floor fire door not fully closing – needs adjusting                              | <b>Mears</b>         |                   |
|              |             | Old bikes between blocks 13-18 & 19-24 to be removed   | <b>Ho</b>            |                   |
| Block 19-24  |             | MED not closing – door casing not functioning (has automatic panel on doors for disabled access) | <b>Mears</b>         |                   |
|              |             | Top floor garden equipment, tiles & stair treads to be removed                                   | <b>Estates</b>       |                   |
|              |             | 1 <sup>st</sup> floor bin room door – adjust closure   | <b>Mears</b>         |                   |
|              |             | GF bin room door – adjust closure  | <b>Mears</b>         |                   |
|              |             | GF fire door – no casing inside door   | <b>Estates</b>       |                   |
| Block 25-30  |             | Pram & children's bike to be removed from GF lobby   | <b>Estates</b>       |                   |

| <b>Block</b> | <b>Flat</b> | <b>Description of problem</b>  | <b>Action taken</b> | <b>Job number</b> |
|--------------|-------------|--|---------------------|-------------------|
| Block 37-42  |             | 1 <sup>st</sup> floor bin room – remove wood   | <b>Estates</b>      |                   |
|              |             | 1 <sup>st</sup> floor bin room door not closing – adjust closure   | <b>Mears</b>        |                   |
|              |             | Fire door not opening fully by Flat 39/40  | <b>Mears</b>        |                   |
|              |             | GF bin room needs washing out  | <b>Estates</b>      |                   |
| Block 43-48  |             | TF bin room – remove wicker basket & all items in cupboards – paint etc & glass jars                           | <b>Estates</b>      |                   |
|              |             | Stair tred by F45/46 loose – needs replacing   | <b>Estates</b>      |                   |
|              |             | GF no casing inside fire door  | <b>Estates</b>      |                   |
|              |             | Mat, plant stand & plant to be removed   | <b>HO</b>           |                   |
| Whole estate |             | To be deep cleaned once the painting is finished   | <b>Estates</b>      |                   |
|              |             | All door canopies have water sitting on them & aren't draining properly. Need adjusting as these are brand new | <b>Mears</b>        |                   |
|              |             | Lot of old & rusty bikes around the estate need to be removed  | <b>HO</b>           |                   |