

Estate Inspection

Date of Inspection: 4 April 2017

Housing Officer: Lisette Glanvill

Attendee:

Weather conditions: Wet

QP17-Ardingly Court

Block	Flat	Description of problem	Action taken	Job number
1 – 6		Scooter in entrance	Housing Officer (HO) to deal with	
		No bin room light by Flat 5/6	Mears	
		No emergency light by Flat 5/6	Mears	
7-12		No emergency light stairs by Flat 9-10	Mears	
		No emergency lights on stairs to 2 nd floor, wall or both ceiling lights out	Mears	
13 – 18		No emergency lights by F 13/14	Mears	

Block	Flat	Description of problem	Action taken	Job number
13-18		Front door needs attention, rotting by lock.	Mears	
		mat in communal way	Housing Office (HO) to deal with	
		furniture in communal way	HO to deal with	
		No emergency light by Flat 15/16	Mears	
19-24		No lock on front door – what’s happening with this?	Mears/Estates?	
		No emergency lights in main entrance	Mears	
		No emergency lights on 1 st floor stairwell	Mears	
		Wants number on her door	Estates	
		No emergency lights outside Flat 21/22	Mears	
		No emergency lights on stairwell between 1 st /2 nd floor, 2 lights out 1 wall, 1 ceiling	Mears	
25-30		Items in communal porch: wheelchair, 2 x trolley, umbrellas, pram & kids bike	Housing Officer (HO) /Estates - TBR	
		No emergency lights by Flat 27/28	Mears	

Block	Flat	Description of problem	Action taken	Job number
25-30		No emergency lights, all 3 lights out between 1 st /2 nd floor	Mears	
31-36		Rubbish outside block to be removed, loads of plaster boards, bags of plaster & big yellow wheelie bin	Mears?	
		Key won't work for block – need to check with Estates	Mears	
37-42		Key won't work for block – need to check with Estates	Estates	
43-48		2 scooters in communal way porch	Housing Officer (HO) /Estates - TBR	
		Plant pot stand & mat in communal way	HO/Estates - TBR	
		Bike in communal way	HO/Estates - TBR	
		Bin room– large table	HO/Estates - TBR	
		No emergency lights by Flat 45/46	Mears	
		Stair tread needs regluing, 4 th step down from 2 nd floor (tread left in entrance under stairs)	Estates	
		Shoe rack, shoes, bike, umbrella's & door mat – in communal ways	HO / Estates - TBR	
		No emergency lights between 1 st /2 nd floor, ceiling by stairs & wall light out	Mears	

Block	Flat	Description of problem	Action taken	Job number
43-48		On stairs, between 1 st /2 nd floor, 3 rd set of stairs, 2 nd tread is loose, needs regluing	Mears	