

Estate Inspection

Date of Inspection: 3 July 2017

Housing Officer: Helen Burrow

Attendee:

Weather conditions:

| Date | No. | Block/ Street | Description of problem | Action taken | Job number/ reference | Follow up |
|------------|-----|------------------|--|---|--------------------------|-----------|
| 03/07/2017 | | Parker Court | Silver BMW missing front number plate, query whether abandoned | Confirmed with DVLA that vehicle is untaxed and MOT expired, email sent to Abandoned vehicles on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Notice board information to be updated (key required) | Housing Officer to update | | |
| 03/07/2017 | | Parker Court | Fire assembly information needs updating | Housing Officer and H&S manager to agree meeting point | | |
| 03/07/2017 | | Parker Court | Supports to front /back door porch rusty and flaking paint | None - Mears have advised that this is a decorative issue, not a responsive repair. Will be attended to when the next programmed painting works are arranged. | | |
| 03/07/2017 | | Parker Court | Carpet lifting on front of stairs to first floor (fourth from top) | Email sent to Repairs on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Roll of carpet on top of storage shed for Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Pictures on the walls of common way outside Flats | Letter requesting removal to be sent to households | | |
| 03/07/2017 | | Parker Court | Fire door outside Flat not shutting properly | Email sent to Estates on 04/07/17 | | |

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| 03/07/2017 | | Parker Court | Graffiti - "CCTV now" written in marker pen on fire door outside Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Plastic item on top of storage shed for Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Aerial box uncovered in common way outside Flat | Email sent to Repairs on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Notice board information to be updated (key required) | Housing Officer to update | | |
| 03/07/2017 | | Parker Court | Estates cleaning informaton to be updated (key required) | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire door on ground floor regularly left open | Housing Officer to re-visit with notice | | |
| 03/07/2017 | | Parker Court | Pushchair and mobility walker under stairs on ground floor | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire assembly information needs updating | Housing Officer and H&S manager to agree meeting point | | |
| 03/07/2017 | | Parker Court | Cardboard boxes outside Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire door outside Flat not shutting properly | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Bucket of wood, child's scooter, rubbish and recycling outside Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire assembly / no smoking sign missing from third floor | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Hole in plaster on 2nd floor landing (approx 10cm diameter) | Email sent to Repairs on 04/07/17 | | |
| 03/07/2017 | | Parker Court | No smoking sign removed from second floor and fire assembly sign needs securing | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Plasterwork and paintwork in hallway next to front door in poor condition (looks like water damage) | Email sent to Repairs on 04/07/17 quoting previous job no. 9557345 | | |
| 03/07/2017 | | Parker Court | Paint peeling on ceiling - third floor | None - Mears have advised that this is a decorative issue, not a responsive repair. Will be attended to when the next programmed painting works are arranged. | | |

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| 03/07/2017 | | Parker Court | Notice board information to be updated (key required) | Housing Officer to update | | |
| 03/07/2017 | | Parker Court | Check whether main entry door system is fixed (unable to check at time of inspection as trades button off) | Email sent to M&E Team on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire assembly information needs updating | Housing Officer and H&S manager to agree meeting point | | |
| 03/07/2017 | | Parker Court | Doormats outside Flats (shoes) | Common ways reminder letter to be sent to block | | |
| 03/07/2017 | | Parker Court | Fire door outside Flat not shutting properly | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Notice board information to be updated (key required) | Housing Officer to update | | |
| 03/07/2017 | | Parker Court | Pictures on the walls of common way outside Flats | Letter requesting removal to be sent to households | | |
| 03/07/2017 | | Parker Court | Flower pot with artificial flowers on top of storage shed for Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | "Keep fire door shut" sticker has come off fire door outside Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Broken wooden fencing to border opposite block (between garages) | Email sent to Repairs on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Paved areas and outside garages need weeding | Email sent to CityParks on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Abandoned bike attached to washing line at the rear of block. Motorbike parked nearby | Housing Officer to re-visit with notices | | |
| 03/07/2017 | | Parker Court | Broken furniture, rug and lamp next to bins | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | BBQ and table near washing lines | Housing Officer to re-visit with notices | | |
| 03/07/2017 | | Parker Court | Large lump of concrete next to washing lines | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Bottom section of soil pipe detached | Phoned through to Repairs as an emergency job on 03/07/17 | Job no. 9612650 | |

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| 03/07/2017 | | Parker Court | Fencing to washing line area is leaning inwards | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Graffiti -"I will kill you" etched into paintwork in common way - visible as exit block via back door | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | "Keep fire door shut" sticker is missing from fire door outside Flat | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Notice board information to be updated (key required) | Housing Officer to update | | |
| 03/07/2017 | | Parker Court | Silver bike in common way on ground floor | Email sent to Estates on 04/07/17 | | |
| 03/07/2017 | | Parker Court | Fire doors outside Flats not shutting properly | Email sent to Estates on 04/07/17 | | |