

# Estate Inspection

**Date of Inspection: 17/10/2016**

**Housing Officer: Helen Burrow**

**Attendee: Members of Ingram Estate Residents Association**

Date	No.	Block/ Street	Description of problem	Action taken	Job number/ reference
17/10/2016		Benson Court	Mobility scooter on ground floor, charging from flat upstairs, lead clipped out of way	Housing Officer to visit tenant following inspection with H&S manager	
17/10/2016		Benson Court	Bike in common way	7 day notice to remove	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Fire door on ground floor to be adjusted	Reported to Estates	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Storage shed full of bikes	Block letter to all residents	
17/10/2016		Benson Court	Camping chair and scooter under stairs	7 day notice to remove	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	

Date	No.	Block/ Street	Description of problem	Action taken	Job number/ reference
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	
17/10/2016		Benson Court	Two golf bags and bag on landing	7 day notice to remove	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Window handle missing	Reported to Repairs	Job no. 9552446
17/10/2016		Benson Court	Covering for door opening mechanism missing and wiring exposed	Reported to Repairs	Job no. 9551632
17/10/2016		Benson Court	Wire sticking out by front door	Check with Mears whether a void property	Voids works
17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Window opener for top window not working	Reported to Repairs	Job no. 9552451
17/10/2016		Benson Court	Children's bikes and pushchairs in common way	7 day notice to remove and letter sent to block	

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17/10/2016		Benson Court	Fire assembly information missing	Housing Officer and H&S manager to agree meeting point	
17/10/2016		Benson Court	Pushchair in common way	7 day notice to remove	
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	
17/10/2016		Benson Court	Doormat	Common ways reminder notice in block	