








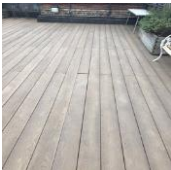

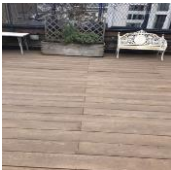



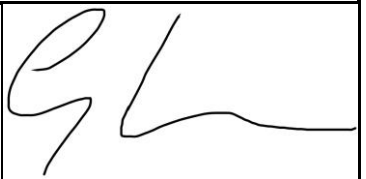
Audit

Question	Response	Details
	11/06/2020, 09:35	
Attendees?	No	
Estate?	Holland & Thurstan	
External Areas Inspected		
Estate Grounds Maintained and cleaned?	Yes	Both bin room cleaned.
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Appendix 1</p> </div> <div style="text-align: center;">  <p>Appendix 2</p> </div> </div>		
External Lights checked & working?	Yes	
Bulk Items to be cleared?	yes	Work order has been issued
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Appendix 3</p> </div> <div style="text-align: center;">  <p>Appendix 4</p> </div> </div>		
Play area & equipment checked?	No	Closed off due to Covid
<div style="text-align: center;">  <p>Appendix 5</p> </div>		
Premises Information box checked and secure?	N/A	
Abandoned Vehicles?	no	
Graffiti?	no	

Score (10/15) 66.67%
Quarterly Estate Inspection

Internal Areas Inspected		
Internal lights checked and working?	Yes	
Internal areas maintained and cleaned?	Yes	Cleaned today 11 June.
Lift phone checked?	Yes	Working loud and clear.
Communal areas clear of obstruction?	No	Photo 1- Holland 1st landing. Photo 2&3 - Thurstan 4th landing. To send reminder to all residents week beginning 15 June.
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Appendix 6</p> </div> <div style="text-align: center;">  <p>Appendix 7</p> </div> <div style="text-align: center;">  <p>Appendix 8</p> </div> </div>		
Communal Repairs?	yes	Roof garden wooden decking sinking/uneven. Need to issue inspection today 12 June.
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Appendix 9</p> </div> <div style="text-align: center;">  <p>Appendix 10</p> </div> <div style="text-align: center;">  <p>Appendix 11</p> </div> <div style="text-align: center;">  <p>Appendix 12</p> </div> </div>		
Graffiti?	no	
Health & Safety / Fire checks		
Meter cupboards checked for theft of earth cables?	Yes	
Fire risers secured	Yes	
Fire doors checked for satisfactory self-closure?	Yes	
Fire signs & notices (inc lifts) in place?	Yes	
Plant rooms/bike stores/cleaner cupboards checked?	Yes	
Railings and balconies checked and secure?	Yes	
CCTV system checked	Yes	Date and time correct.

Score (10/15) 66.67%
Quarterly Estate Inspection

AOV's checked and working?	N/A	
Other comments? (Write below)	Yes	To chase up works to clock tower.
 <p>Appendix 13</p>		
Issues to be address for Housing Expert? (ASB, Tenancy related matters) (Write in box below)		
Attached images for Housing Expert?		
	Gary Johnson	11/06/2020 09:52
		

Media



Appendix 1



Appendix 2



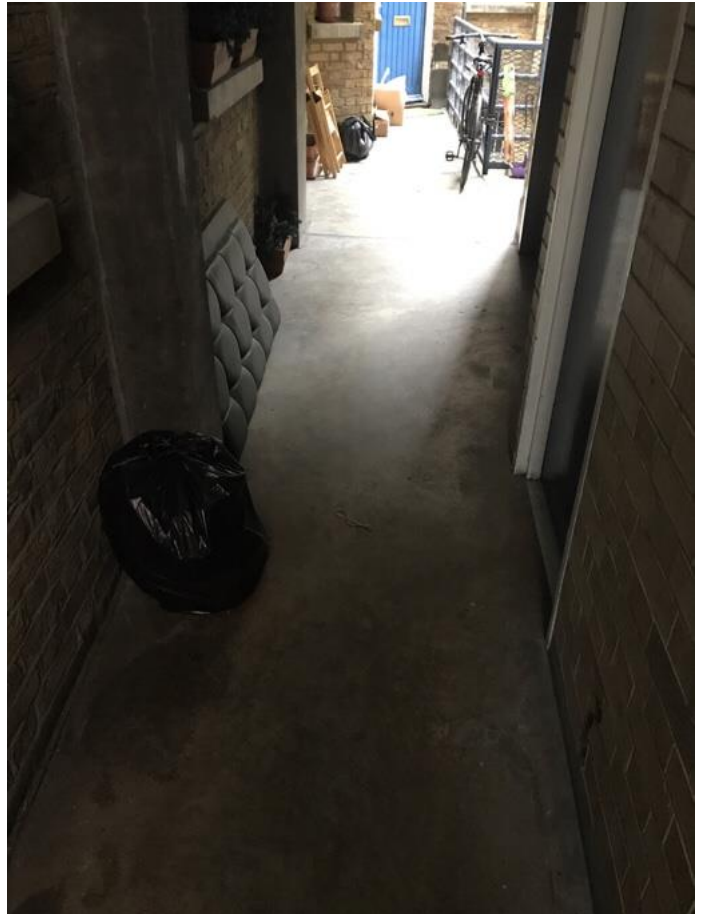
Appendix 3



Appendix 4



Quarterly Estate Inspection



Appendix 5



Appendix 7

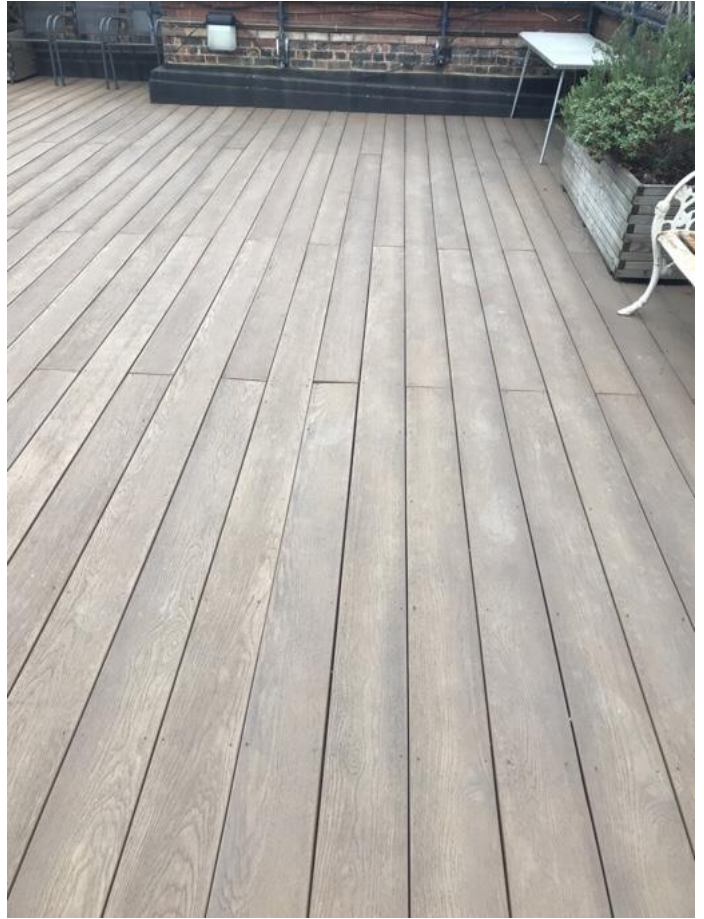
Appendix 6



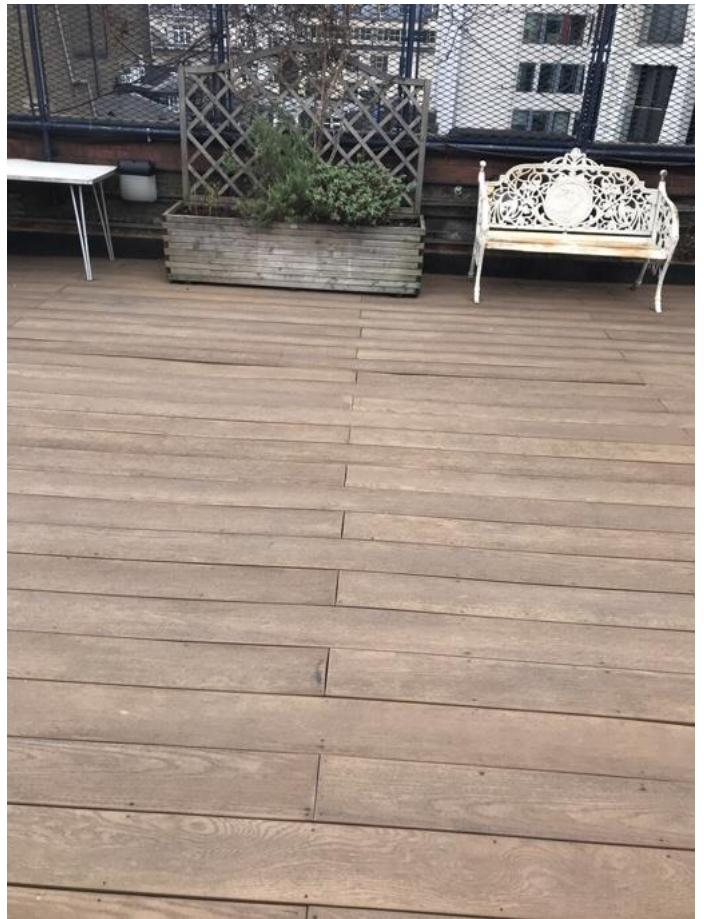
Appendix 8



Appendix 9



Appendix 10





Appendix 13