



# Quarterly Estate Inspection

## Audit

Question	Response	Details
	18/12/2019, 09:45	
Attendees?	Yes	Teslim Fagbayi
Estate?	Vivian Comma Close	
<b>External Areas Inspected</b>		
Estate Grounds Maintained and cleaned?	Yes	
External Lights checked & working?	N/A	
Bulk Items to be cleared?	yes	
Play area & equipment checked?	Yes	
Premises Information box checked and secure?	Yes	
Abandoned Vehicles?	no	
Graffiti?	no	
<b>Internal Areas Inspected</b>		
Internal lights checked and working?	Yes	
Internal areas maintained and cleaned?	Yes	
Lift phone checked?	N/A	
Communal areas clear of obstruction?	Yes	
Communal Repairs?	no	
Graffiti?	no	
<b>Health &amp; Safety / Fire checks</b>		
Meter cupboards checked for theft of earth cables?	Yes	
Fire risers secured	N/A	

**Score (8/12) 66.67%**  
**Quarterly Estate Inspection**

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	N/A	
AOV's checked and working?	N/A	
Other comments? (Write below)	N/A	
<b>Issues to be address for Housing Expert? (ASB, Tenancy related matters) (Write in box below)</b>		
Attached images for Housing Expert?		
	David H	