

**Audit - 66.67%**

66.67%

01.11.2022 15.10 GMT

Neighbourhood Officer?	Ayo A
Attendees? Teslim	Yes
Estate?	Almond Close
External Areas Inspected - 60%	60%
Estate Grounds Maintained and cleaned?	Yes
External Lights checked & working?	Yes
Bulk Items to be cleared?	yes
Play area & equipment checked?	N/A
Premises Information box checked and secure?	Yes
Abandoned Vehicles?	no
Graffiti?	no
Internal Areas Inspected - 50%	50%
Internal lights checked and working?	Yes
Internal areas maintained and cleaned?	Yes
Lift phone checked?	Yes
Communal areas clear of obstruction? AA to writes to the tenant	No

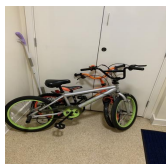


Photo 1

Communal Repairs?	no
Graffiti?	no
Health & Safety / Fire checks - 100%	100%
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
AOV's checked and working?	Yes
Other comments? (Write below)	N/A

Issues to be address for Tenancy Officer ? (ASB, Tenancy related matters) (Write in box below)

Attached images for Tenancy Officer?

## Appendix



Photo 1