

Audit - 50%

50%

24.11.2022 10:47 GMT

Neighbourhood Officer?	Jeffrey
Attendees? With Teslim	Yes
Estate?	Bracey Mews
External Areas Inspected - 50%	50%
Estate Grounds Maintained and cleaned?	Yes
External Lights checked & working?	Yes
Bulk Items to be cleared?	no
Play area & equipment checked?	N/A
Premises Information box checked and secure?	N/A
Abandoned Vehicles?	no
Graffiti?	no
Internal Areas Inspected - 33.33%	33.33%
Internal lights checked and working?	N/A
Internal areas maintained and cleaned?	N/A
Lift phone checked?	N/A
Communal areas clear of obstruction?	Yes
Communal Repairs?	no
Graffiti?	no
Health & Safety / Fire checks	

Meter cupboards checked for theft of earth cables?	N/A
Fire risers secured	N/A
Fire doors checked for satisfactory self-closure?	N/A
Fire signs & notices (inc lifts) in place?	Yes
Plant rooms/bike stores/cleaner cupboards checked?	Yes
Railings and balconies checked and secure?	N/A
CCTV system checked	N/A
AOV's checked and working?	N/A
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?



24.11.2022 15:42 GMT