

Audit - 68.75%

68.75%

17.01.2023 10:37 GMT

Neighbourhood Officer?	Segun A
Attendees?	No
Estate?	Shakespeare House
External Areas Inspected - 60%	60%
Estate Grounds Maintained and cleaned?	Yes
External Lights checked & working?	Yes
Bulk Items to be cleared? NSO to arrange removal of bulk items	yes
Play area & equipment checked?	N/A
Premises Information box checked and secure?	Yes
Abandoned Vehicles?	no
Graffiti?	no
Internal Areas Inspected - 66.67%	66.67%
Internal lights checked and working?	Yes
Internal areas maintained and cleaned?	Yes
Lift phone checked?	Yes
Communal areas clear of obstruction? Items outside flat NSO to report this to Tenancy Officer	No

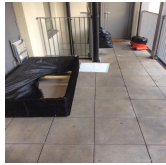


Photo 1

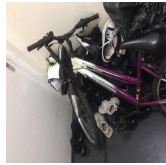


Photo 2

Communal Repairs?

yes

Communal power sockets not working

NSO has raised work order to contractor to repair

Graffiti?

no

Health & Safety / Fire checks - 75%

75%

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?

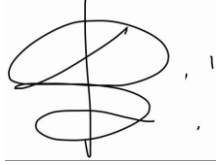
Yes

Other comments? (Write below)

No

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

Attached images for Tenancy Officer?



17.01.2023 13:51 GMT

Appendix



Photo 1



Photo 2