

**Audit - 68.75%**

68.75%

03.11.2022 10.00 GMT

**Neighbourhood Officer?**

Ayo A

**Attendees?**

Yes

Teslim

**Estate?**

West Central Apts

**External Areas Inspected - 50%**

50%

**Estate Grounds Maintained and cleaned?**

Yes

**External Lights checked & working?**

No

Car park light not working

AA to raise it to contractor

**Bulk Items to be cleared?**

No

**Play area & equipment checked?**

Yes

**Premises Information box checked and secure?**

Yes

**Abandoned Vehicles?**

no

**Graffiti?**

no

**Internal Areas Inspected**

**- 66.67%**

66.67%


**Internal lights checked and working?**

No

Stairs light not working

3rd floor lights not working

AA to raise it to contractor

Internal areas maintained and cleaned?	Yes
Lift phone checked?	Yes
Communal areas clear of obstruction?	Yes
Communal Repairs?	yes
	
Photo 1	
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)

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Attached images for Tenancy Officer?

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# Appendix



Photo 1