



Community Inspectors

Please note, not all questions will be relevant to your scheme. Please leave this blank if this is the case.

If you ever have any serious concerns on safety at your scheme please call 0303 303 0003 immediately and report this.

1. Please enter the date of inspection

Date

DD/MM/YYYY

2. Please enter the scheme you are inspecting

Estates Services (gardening)

3. Do you have any concerns regarding the trees on site? i.e over-hanging or low branches

Yes

No

If yes, please explain where

4. Is the hedging and pruning ok?

Yes

No

If no, please explain where and provide example

5. Is the grass regularly cut? This includes strimming.

Yes

No

If no, please explain why and what area needs to be addressed

6. Are all external walkways, car parks, bin areas and stairwells clear & safe?

Yes

No

If no, please explain where

7. Is there anything about Grounds Maintenance you would like to raise?

Cleaning

8. Is the general cleaning including bin cleaning, carpet cleaning or window cleaning ok?

Yes

No

If yes, please explain the area which needs to be addressed

9. Are the communal corridors, lifts and stairwells cleaned?

Yes

No

If no, please explain

10. Is there anything about the cleaning you would like to raise?

Slips/trips

11. Are all communal pathways safe to use? Check for loose or broken paving slabs or any uneven surface

Yes

No

If no, please let us know where

12. Are outdoor communal shared areas safe to use? Check bin areas, drying areas, cycle stores and recreational areas

Yes

No

If no, please explain where the issue is

13. Are all indoor communal areas safe to use? Check for obstructions, stored items and blocked exits

Yes

No

If no, please explain where the issue is

Fire safety

14. If there is a fire panel, is it displaying correctly? Check for any red lights or fault messages

Yes

No

If no, please explain fault message or which light is showing red

15. Visual inspection only!

Do the smoke detectors appear ok? Check for any damaged or loose units

Yes

No

If no, please explain where it is located and what appears to be damaged

16. Are the fire doors ok? Check that any door marked as a fire door is not damaged

Yes

No

If no, please explain where it is located and what appears to be damaged

Health & safety

17. Is the bin store overloaded with rubbish? Check whether any large household items have been left there

Yes

No

If yes, please tell us what items they are and where they are located

18. Are all outdoor communal lights working? Optional early evening check

Yes

No

If no, please explain

19. Is there anything else in your community we should know about? (Anything relating to an individual needs to be reported to your Neighbourhood officer)

Thank you for completing this survey!