

Estate Date Date of next walkabout Number of Attendees 

| Street Name       | Issue Identified  | Action Agreed  | Status   | Notes   | Actual Completion Date |
|-------------------|---|--|----------|---|------------------------|
| Baltic Gardens    | Summerhouse need painting   | Tenant reponsibility   | 0        |   |                        |
| Baltic Gardens    | Patio area at summerhouse requires weeding                                  | Passed to DL   | 0        | Dean has e-mail OSM management team and the Contractor's Supervisor for action the next time they are on site.                                |                        |
| Baltic Gardens    | Moss on paths leading to entrances of all closes                            | Passed to DL   | 0        | Dean has e-mail OSM management team and the Contractor's Supervisor for action the next time they are on site.                                |                        |
| Baltic Gardens    | Tree is overgrown beside drying area  | Passed to DL   | 0        | To be considered during DL and BL Survey for next Tree Maintenance Programme.   |                        |
| Baltic Gardens    | Gate not closing at drying area - catch broken                              | CST to raise line  | 0        | MO inspection raised 18/07/2023   |                        |
| Baltic Gardens    | 2 X spars need secured at fencing   | CST to raise line  | 0        | MO inspection raised 18/07/2023   |                        |
| Baltic Gardens    | Moss on window cills, canopies above close doors on all blocks              | CST to raise line for M/O to inspect                                     | 0        | MO inspection raised 18/07/2023   | 20/07/2023             |
| Baltic Gardens    | Gutters blocked on all blocks   | CST to raise line for M/O to inspect                                     | 0        | MO inspection raised 18/07/2023   | 20/07/2023             |
| Baltic Gardens    | PVC coating bubbling and coming off windows of various flats                | HO to discuss with Dean Lyon   | 0        | Dean and Clare produced a leaflet for tenants explaining the cause and No Action to be taken. Windows will be replaced in a few years anyway. |                        |
| Baltic Gardens    | Seals gong on windows on various flats                                      | HO to discuss with Dean Lyon   | 0        |   |                        |
| Baltic Gardens    | Benches need painted  | Tenant responsibility  | 0        |   |                        |
| Baltic Gardens    | Seal on window gone/damaged   | CST to raise line for M/Officer to inspect, Melanie to discuss with Dean | 0        |   |                        |
| Baltic Gardens    | PVC coating bubbling, seal gone at windows                                  | HO to discuss with Dean Lyon   | 0        | Dean and Clare produced a leaflet for tenants explaining the cause and No Action to be taken. Windows will be replaced in a few years anyway. |                        |
| Baltic Gardens    | Gutters blocked   | CST to raise line to clear   | 0        | Line Raised 18/07/2023  |                        |
| Baltic Gardens    | Seal gone / damaged bedroom window  | CST to raise line for M/Officer to inspect, Melanie to discuss with Dean | 0        |   |                        |
| Baltic Gardens    | Moss and fascia damaged   | M/Officer to inspect   | 0        | MO inspection raised 18/07/2023 Discussed with DL will get repaired during window upgrade program   | 20/07/2023             |
| Baltic Gardens    | Tenant painted door and meter box   | HO to check permission   | 0        |   |                        |
| Baltic Gardens    | Drain at footpath at complex blocked  | CST to raised line to unblock  | 0        | Line Raised 18/07/2023  |                        |
| Tayfield Place    | Footpath next to property is covered in moss                                | Dean to action with contractors  | 0        | Dean has e-mail OSM management team and the Contractor's Supervisor for action the next time they are on site.                                |                        |
| Tayfield Place    | Trees in back garden badly overgrow   | letter to be sent to o/o   | Complete | Emailed Easylets who manage the property  | 06/07/2023             |
| Tayfield Place    | Suitcase dumped on land behind fence  | letter to be sent to o/o   | Complete | Emailed Easylets who manage the property  | 06/07/2023             |
| Tayfield Place    | Car park area - Ivy overgrown into parking spaces                           | Dean to action with contractors  | 0        | Dean has e-mail OSM management team and the Contractor's Supervisor for action the next time they are on site.                                |                        |
| Tayfield Place    | Footpath outside back area uneven, slabs rocking, tree roots causing damage | Dean to action urgently - tripping hazard                                | 0        |   |                        |
| McGonagall Square | PVC on windows peeling  | HO to discuss with Dean Lyon   | 0        | Dean and Clare produced a leaflet for tenants explaining the cause and No Action to be taken. Windows will be replaced in a few years anyway. |                        |

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| McGonagall Square | PVC on windows peeling                  | HO to discuss with Dean Lyon         | 0        | Dean and Clare produced a leaflet for tenants explaining the cause and No Action to be taken. Windows will be replaced in a few years anyway. |            |
| McGonagall Square | Close window handle stiff, repair/renew | CST to raise line                    | 0        | Line Raised 18/07/2023  |            |
| McGonagall Square | Repairs required to carport             | CST to raise line for M/O to inspect | 0        | MO inspection raised 18/07/2023   |            |
| McGonagall Square | Sofa at bins                            | Letter to tenant to remove           | Complete | Letter sent to tenant   | 06/07/2023 |
| McGonagall Square | Weeds external of fencing               | Dean to action with contractors      | 0        | Dean has e-mail OSM management team and the Contractor's Supervisor for action the next time they are on site.                                |            |