

**CITY BOARD**  
**22 AUGUST 2013**

# ITEM B10

## DACP READY TO LET VOID INSPECTIONS

Report of the Derby Association of Community Partners

### 1. SUMMARY

This report summarises the findings of the Ready to Let Void inspections.

### 2. RECOMMENDATION

The City Board is asked to note the report.

### 3. MATTER FOR CONSIDERATION

3.1 In May 2011 it was agreed that tenant volunteers from the DACP would carry out Customer Journeys and Ready to let void inspections and report their findings separate to Derby Homes internal performance reporting.

3.2 This report is intended to look at a sample of Ready to Let properties and inspect these using the lettable standard. The report is attached as follows:

Appendix 1 – Ready To Let Voids

3.3 The DACP has highlighted issues from the inspections and these have been fed back to Derby Homes' managers for further action.

The areas listed below have no implications directly arising from this report:

Consultation  
Financial and Business Plan  
Legal and Confidentiality  
Council  
Personnel  
Environmental  
Equalities Impact Assessment  
Health & Safety  
Risk  
Policy Review

If Board Members or others would like to discuss this report ahead of the meeting please contact:

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Background Information:

Supporting Information: See attached appendix

## Derby Association of Community Partners



## Ready To Let Void Inspection Report July 2013

# Void Inspection Report

Carried out week commencing Monday 17 July 2013

Derby Association of Community Partners (DACP) Jim Elks, Ian Vietch and Dennis Rees carried out a random inspection of ten ready to let properties using the lettable standard. This report outlines our findings.

The lettable standard features 18 sections containing 87 specifications of repair work that all void properties must meet prior to re-letting.

The following table summarises where the inspections took place and the management area responsible for the property. Including the results of the inspection. For various reasons certain specifications were not applicable due to the property type. The most useful indicator of performance in this table is where properties fail to meet specifications.

Address	Property Type	Management Area	Fail on specification
21 Rivermead House	2 Bed Flat	Brook Street	1
45 Rivermead House	2 Bed Flat	Brook Street	0
6 Leaper Street	1 Bed Flat	Brook Street	0
27 Lea Close	2 Bed Flat	Brook Street	2
25 Milldale Road	3 Bed Bungalow	Spondon	2
23 Lenton Ave	1 Bed Bungalow	Chaddesden	0
8 Buckingham Ave	1 Bed Bungalow	Sussex Circus	1
7 Turner Street	3 Bed Semi Detached	Allenton	5
162 Field Lane	2 Bed Maisonette	Allenton	2
83 Hollis Street	2 Bed End Terrace	Alvaston	UNABLE TO INSPECT

The following table breaks down the comments made where a property failed to meet a specification within the 18 lettable standards. Only specifications that have failed are highlighted and state the address and reason for the failure. The number of properties that failed to meet each specification are listed at the right of the table.

Lettable Standard	Pass/Fail
<b>1.0 External Walls</b>	<b>PASS</b>
<b>2.0 Roof</b>	<b>PASS</b>
<b>3.0 Windows</b>	<b>FAIL</b>
<p><b>3.2 Windows will be checked to ensure they open/close and handles work and include a minimum of 2 locking keys per property</b></p> <p>25 Milldale Road – Window handles in Lounge, Kitchen, Back and Main Bedroom are loose. And no window locking keys are present</p> <p>8 Buckingham Ave – No window lock keys and bathroom window not closed properly</p> <p>7 Turner Street - Failed</p>	<b>3/9</b>
<b>4.0 External Doors</b>	<b>PASS</b>
<b>5.0 Clearance</b>	<b>PASS</b>
<b>6.0 Internal Doors/Joinery items</b>	<b>FAIL</b>
<p><b>6.4 Internal Doors which need replacing may not match existing internal doors</b></p> <p>7 Turner Street - Failed</p>	<b>1/9</b>
<b>7.0 Wall Finishes</b>	<b>FAIL</b>
<p><b>7.3 Remove any drawing pins, sellotape, blu tack, picture hooks and nails from all walls.</b></p> <p>21 Rivermead House – 2 Screws left in Lounge Window and 1 Screw left in bedroom wall</p>	<b>1/9</b>
<b>8.0 Ceiling Finishes</b>	<b>PASS</b>
<b>9.0 Floor Finishes</b>	<b>PASS</b>
<b>10.0 Fixtures and Fittings</b>	<b>FAIL</b>
<p><b>10.1 All fixtures and fittings to be retained including cupboards, built-in wardrobes and kitchen units must be in good working order.</b></p> <p>25 Milldale Road - Hinges on two kitchen cupboards loose</p> <p>162 Field Lane – Shelf broken in cupboard under kitchen sink, no handle on doors and same on two other cupboards.</p>	<b>2/9</b>
<b>11.0 Services</b>	<b>PASS</b>
<b>12.0 Sanitary Fittings</b>	<b>PASS</b>
<b>13.0 Decorations</b>	<b>PASS</b>

Lettable Standard	Pass/Fail
<b>14.0 Smoke Alarms</b>	<b>FAIL</b>
<b>14.6 All smoke alarms must be tested and fitted to current regulations</b>  162 Field Lane – Smoke alarm under stairs requires attention as this is hanging out of fixing base.	<b>1/9</b>
<b>15.0 Asbestos</b>	<b>PASS</b>
<b>16.0 Cleaning</b>	<b>PASS</b>
<b>17.0 Gardens</b>	<b>FAIL</b>
<b>17.1 Gardens/yards will be cleared and safe for use with cuttings raked up and removed from site</b>  27 Lea Close – Garden overgrown and leaves everywhere  7 Turner Street - Failed	<b>2/9</b>
<b>17.2 Gardens should be cleared of any accumulated rubbish and debris (including burnt remains)</b>  7 Turner Street - Failed	<b>1/9</b>
<b>17.4 Defective paths, patios or hard standings are to be left in a safe condition.</b>  27 Lea Close – footpath to garden and backdoor is unsafe to walk on covered with moss and leaves	<b>1/9</b>
<b>17.6 Gates to rear gardens should be in reasonable condition and secure</b>  7 Turner Street – Garden Gate securing latch requires replacing	<b>1/9</b>
<b>18.0 General</b>	<b>PASS</b>

Comment

**25 Lenton Ave** – No Loft Covering

**8 Buckingham Ave** – White goods still present in property

**7 Turner Street** – Air Vent in walk in cupboard (Kitchen/Diner) is blocked off

**162 Field Lane** – Cover missing on electric switchboard under stairs

**83 Hollis Street** – This property was not in a ready to let state to inspect and still undergoing repairs throughout. Ian was unable to carry out the inspection.