

<b>Uphill Lane, Peterhead</b>	<b>KEY for tenants:</b>				
<b>05 September 2023</b>	EA = Estates Assistant HO = Housing Officer PO = Property Officer CPO = Customer Participation Officer TLMW = Team Leader Major Works				
Staff attended = 5 Tenants attended = 2					
<b>LOCATIONS</b>	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>GARDEN CONDITION/ GRASSED/OPEN AREAS/ FOOTPATHS</b>	Tenants reported moss between the paving slabs. They want to know if the gardeners should be removing the moss as they do this currently each year. Reason for this is that it becomes slippy during bad weather.	EA will check the contract to see if this should be completed by the gardeners. If not then EA will request that it is cleared in the meantime.	n/a	Complete	EA reported that it is not the part of the cleaning contract and because Aberdeenshire Council own the path ways they need to maintain them. However, EA requested that Aberdeenshire Council attend and remove the moss. Tenants will need to contact council in future to request moss be removed.
	Gardeners are only spraying some of the weeds on scheme.	EA will report this to gardeners.	n/a	Complete	Gardeners are only contracted to look after the shrubs.
	Grit bin was suggested when tenants reported garden area in centre of scheme becomes slippy in winter. This will allow tenants to lay grit during winter, creating pathways so tenants can	Request sent to Property Team.	n/a	Pending	Order in place for grit bin to be installed and filled regularly by Langstane's Direct

	get in and out of scheme safely.				Labour Organisation (DLO).
	Step outside block 31-35 has been damaged more than – request for bollard to be installed to prevent future damage.	Request to Property Team.	n/a	Pending	
	Rubbish accumulates outside flats 27 & 29 which tenants have been cleaning to date.	Request that handy man visits regularly to remove rubbish.	n/a	Complete	General Assistant will carry out a scheme tidy every third week on the 6 weekly rota.
	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>CLEANING</b>					

	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>EXTERNAL BUILDING CONDITION including GUTTERING</b>					

	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>REPAIRS: INCLUDING FENCING &amp; GATES</b>	Fence between buildings slams when closed and when this happens during night disturbs tenants.	Request to Property Team to see if there is a solution.	n/a	Complete	Repair has been completed with bolt and padlock fitted.
	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>TRIPPING HAZARDS PAVING ETC</b>	Loose paving stones on path near entrance to number 21.	Repair reported.	n/a	Pending	

	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>ELEC/GAS/BT: ETC MANHOLES/STREET LIGHTING</b>					

	<b>ISSUES</b>	<b>ACTION TAKEN / AGREED</b>	<b>TARGET COMPLETION DATE</b>	<b>STATUS</b>	<b>NOTES</b>
<b>VANDALISM/ GRAFFITI (offensive/non-offensive)</b>					

	ISSUES	ACTION TAKEN / AGREED	TARGET COMPLETION DATE	STATUS	NOTES
	CAR PARKING AREAS including UNTAXED /ABANDONED				

	ISSUES	ACTION TAKEN / AGREED	TARGET COMPLETION DATE	STATUS	NOTES
	BIKE STORE, BIN STORES/RUBBISH/ FLY TIPPING & LITTER				

	ISSUES	ACTION TAKEN / AGREED	TARGET COMPLETION DATE	STATUS	NOTES
	MISCELLANEOUS				

**FURTHER ACTIONS:**

- We will revisit this neighbourhood in six months to review how the above issues are progressing.