

# Inspection Report

|                                                                       |                                                    |                                                                       |
|-----------------------------------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------|
| <b>Company Name</b><br>Pioneer Group                                  | <b>Scheduled Start Date</b><br>04/08/2025          | <b>Inspection Completed on</b><br>04/08/2025                          |
| <b>Location of Inspection</b><br>TOPCLIFFE HOUSE, B35 6BT, TOP521000C | <b>Scheduled Time of Inspection</b><br>11:56 AM    | <b>Inspection Submission Time</b><br>11:59 AM                         |
| <b>Inspector that undertook inspection</b><br>Matthew Barrington      | <b>Template Used</b><br>TOPCLIFFE HOUSE INSPECTION | <b>PDF Sent to</b><br>muso.sediqi@cvch.org.uk;fran.cruise@cvch.org.uk |

| Inspection Score and Overall Grade     |                                                          |                     |
|----------------------------------------|----------------------------------------------------------|---------------------|
| <b>Actual Score</b>                    | <b>Max Score</b>                                         | <b>Inspection %</b> |
| 0                                      | 0                                                        | 0                   |
| <b>Banding Name</b><br>Default Banding | <b>Overall Inspection Result</b><br>Default Banding Item |                     |

| 1 Lower Ground                                                                                                                    |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>1.1 - Question</b><br>Internal and External Fire Escape Routs and Exits Are Clear of Obstruction                               | <b>1.1 - Responses</b><br>Pass |  |
| <b>1.2 - Question</b><br>Tank Room Clear/Tidy (Visual Check for Water Leak)                                                       | <b>1.2 - Responses</b><br>Pass |  |
| <b>1.3 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Celling or Floor | <b>1.3 - Responses</b><br>Pass |  |
| <b>1.4 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>1.4 - Responses</b><br>Pass |  |
| <b>1.5 - Question</b><br>Lighting, in Working Order                                                                               | <b>1.5 - Responses</b><br>Pass |  |
| <b>1.6 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>1.6 - Responses</b><br>Pass |  |
| <b>1.7 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>1.7 - Responses</b><br>Pass |  |
| <b>1.8 - Question</b><br>Any Other Issues to Report?                                                                              | <b>1.8 - Responses</b><br>N    |  |

| 2 Ground Floor                                                                                      |                                |  |
|-----------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>2.1 - Question</b><br>Internal and External Fire Escape Routs and Exits Are Clear of Obstruction | <b>2.1 - Responses</b><br>Pass |  |
|                                                                                                     |                                |  |

|                                                                                                                                   |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>2.2 - Question</b><br>Lighting in Working Order                                                                                | <b>2.2 - Responses</b><br>Pass |  |
| <b>2.3 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>2.3 - Responses</b><br>Pass |  |
| <b>2.4 - Question</b><br>Lifts in working Order                                                                                   | <b>2.4 - Responses</b><br>Pass |  |
| <b>2.5 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>2.5 - Responses</b><br>Pass |  |
| <b>2.6 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>2.6 - Responses</b><br>Pass |  |
| <b>2.7 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>2.7 - Responses</b><br>Pass |  |
| <b>2.8 - Question</b><br>Mobility Scooter Room Clean/Tidy free from Hazard                                                        | <b>2.8 - Responses</b><br>Y    |  |
| <b>2.9 - Question</b><br>Key Safe in the lobby (check to make sure all the relevant keys are present)                             | <b>2.9 - Responses</b><br>Y    |  |
| <b>2.10 - Question</b><br>Notice Board Make sure all relevant Information are visible/not blocked (Remove out of date flyers)     | <b>2.10 - Responses</b><br>Y   |  |
| <b>2.11 - Question</b><br>Communal Room Tidy/Safe                                                                                 | <b>2.11 - Responses</b><br>Y   |  |
| <b>2.12 - Question</b><br>Toilet in working Order                                                                                 | <b>2.12 - Responses</b><br>Y   |  |
| <b>2.13 - Question</b><br>Flush Hot and Cold Taps in The Toilet                                                                   | <b>2.13 - Responses</b><br>Y   |  |
| <b>2.14 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                         | <b>2.14 - Responses</b><br>Y   |  |
| <b>2.15 - Question</b><br>Any Other Issues to Report?                                                                             | <b>2.15 - Responses</b><br>N   |  |

| 3 1st Floor                                                                                                                       |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>3.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>3.1 - Responses</b><br>Pass |  |
| <b>3.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>3.2 - Responses</b><br>Pass |  |
| <b>3.3 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>3.3 - Responses</b><br>Pass |  |
| <b>3.4 - Question</b><br>Lighting in Working Order                                                                                | <b>3.4 - Responses</b><br>Pass |  |
| <b>3.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>3.5 - Responses</b><br>Pass |  |
|                                                                                                                                   |                                |  |

|                                                                  |                                |  |
|------------------------------------------------------------------|--------------------------------|--|
| <b>3.6 - Question</b><br>Cleaning In Line With The Specification | <b>3.6 - Responses</b><br>Pass |  |
| <b>3.7 - Question</b><br>Any Other Issues to Report?             | <b>3.7 - Responses</b><br>N    |  |

| 4 2nd Floor                                                                                                                       |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>4.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>4.1 - Responses</b><br>Pass |  |
| <b>4.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>4.2 - Responses</b><br>Pass |  |
| <b>4.3 - Question</b><br>Lighting in Working Order                                                                                | <b>4.3 - Responses</b><br>Pass |  |
| <b>4.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>4.4 - Responses</b><br>Pass |  |
| <b>4.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>4.5 - Responses</b><br>Pass |  |
| <b>4.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>4.6 - Responses</b><br>Pass |  |
| <b>4.7 - Question</b><br>Any Other Issues to Report                                                                               | <b>4.7 - Responses</b><br>N    |  |

| 5 3rd Floor                                                                                                                            |                                |  |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>5.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                               | <b>5.1 - Responses</b><br>Pass |  |
| <b>5.2 - Question</b><br>Fire Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>5.2 - Responses</b><br>Pass |  |
| <b>5.3 - Question</b><br>Lighting in Working Order                                                                                     | <b>5.3 - Responses</b><br>Pass |  |
| <b>5.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor      | <b>5.4 - Responses</b><br>Pass |  |
| <b>5.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                           | <b>5.5 - Responses</b><br>Pass |  |
| <b>5.6 - Question</b><br>Cleaning, In Line With The Specification                                                                      | <b>5.6 - Responses</b><br>Pass |  |
| <b>5.7 - Question</b><br>Any Other Issues to Report?                                                                                   | <b>5.7 - Responses</b><br>N    |  |

| 6 4th Floor                                                              |                                |  |
|--------------------------------------------------------------------------|--------------------------------|--|
| <b>6.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked) | <b>6.1 - Responses</b><br>Pass |  |

|                                                                                                                                   |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>6.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>6.2 - Responses</b><br>Pass |  |
| <b>6.3 - Question</b><br>Lighting In Working Order                                                                                | <b>6.3 - Responses</b><br>Pass |  |
| <b>6.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>6.4 - Responses</b><br>Pass |  |
| <b>6.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>6.5 - Responses</b><br>Pass |  |
| <b>6.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>6.6 - Responses</b><br>Pass |  |
| <b>6.7 - Question</b><br>Any Other Issues to Report?                                                                              | <b>6.7 - Responses</b><br>N    |  |

| 7 5th Floor                                                                                                                       |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>7.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>7.1 - Responses</b><br>Pass |  |
| <b>7.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>7.2 - Responses</b><br>Pass |  |
| <b>7.3 - Question</b><br>Lighting in Working Order                                                                                | <b>7.3 - Responses</b><br>Pass |  |
| <b>7.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>7.4 - Responses</b><br>Pass |  |
| <b>7.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>7.5 - Responses</b><br>Pass |  |
| <b>7.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>7.6 - Responses</b><br>Pass |  |
| <b>7.7 - Question</b><br>Any Other Issues to Report?                                                                              | <b>7.7 - Responses</b><br>N    |  |

| 8 6th Floor                                                                                                                       |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>8.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>8.1 - Responses</b><br>Pass |  |
| <b>8.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>8.2 - Responses</b><br>Pass |  |
| <b>8.3 - Question</b><br>Lighting in Working Order                                                                                | <b>8.3 - Responses</b><br>Pass |  |
| <b>8.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>8.4 - Responses</b><br>Pass |  |
|                                                                                                                                   |                                |  |

|                                                                                              |                                |  |
|----------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>8.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas) | <b>8.5 - Responses</b><br>Pass |  |
| <b>8.6 - Question</b><br>Cleaning, In Line With The Specification                            | <b>8.6 - Responses</b><br>Pass |  |
| <b>8.7 - Question</b><br>Any Other Issues to Report?                                         | <b>8.7 - Responses</b><br>N    |  |

### 9 7th Floor

|                                                                                                                                   |                                |  |
|-----------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
| <b>9.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>9.1 - Responses</b><br>Pass |  |
| <b>9.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>9.2 - Responses</b><br>Pass |  |
| <b>9.3 - Question</b><br>Lighting, Working Order                                                                                  | <b>9.3 - Responses</b><br>Pass |  |
| <b>9.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>9.4 - Responses</b><br>Pass |  |
| <b>9.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>9.5 - Responses</b><br>Pass |  |
| <b>9.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>9.6 - Responses</b><br>Pass |  |
| <b>9.7 - Question</b><br>Any Other Issues to Report?                                                                              | <b>9.7 - Responses</b><br>N    |  |

### 10 8th Floor

|                                                                                                                                    |                                 |  |
|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--|
| <b>10.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>10.1 - Responses</b><br>Pass |  |
| <b>10.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>10.2 - Responses</b><br>Pass |  |
| <b>10.3 - Question</b><br>Lighting, in Working Order                                                                               | <b>10.3 - Responses</b><br>Pass |  |
| <b>10.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>10.4 - Responses</b><br>Pass |  |
| <b>10.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>10.5 - Responses</b><br>Pass |  |
| <b>10.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>10.6 - Responses</b><br>Pass |  |
| <b>10.7 - Question</b><br>Any Other Issues to Report?                                                                              | <b>10.7 - Responses</b><br>N    |  |

| 11 9th Floor                                                                                                                       |                                 |  |
|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--|
| <b>11.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>11.1 - Responses</b><br>Pass |  |
| <b>11.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>11.2 - Responses</b><br>Pass |  |
| <b>11.3 - Question</b><br>Lighting, in Working Order                                                                               | <b>11.3 - Responses</b><br>Pass |  |
| <b>11.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>11.4 - Responses</b><br>Pass |  |
| <b>11.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>11.5 - Responses</b><br>Pass |  |
| <b>11.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>11.6 - Responses</b><br>Pass |  |
| <b>11.7 - Question</b><br>Any Other Issues to Report?                                                                              | <b>11.7 - Responses</b><br>N    |  |

| 12 10th Floor                                                                                                                      |                                 |  |
|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--|
| <b>12.1 - Question</b><br>Chute Room Clear of Rubbish (chute not Blocked)                                                          | <b>12.1 - Responses</b><br>Pass |  |
| <b>12.2 - Question</b><br>Fire Doors (Making Sure The Seals, Self Closing Devices, Signs are present and The Doors Close Properly) | <b>12.2 - Responses</b><br>Pass |  |
| <b>12.3 - Question</b><br>Lighting, in Working Order                                                                               | <b>12.3 - Responses</b><br>Pass |  |
| <b>12.4 - Question</b><br>Dry-riser & Electric Cupboards Clear of Rubbish, no Holes or Large Cracks in The Walls, Ceiling or Floor | <b>12.4 - Responses</b><br>Pass |  |
| <b>12.5 - Question</b><br>Fire Safety Issues (Tenants Store or Leave items in Communal Areas)                                      | <b>12.5 - Responses</b><br>Pass |  |
| <b>12.6 - Question</b><br>Cleaning, In Line With The Specification                                                                 | <b>12.6 - Responses</b><br>Pass |  |
| <b>12.7 - Question</b><br>Roof Door Secure                                                                                         | <b>12.7 - Responses</b><br>Pass |  |
| <b>12.8 - Question</b><br>Any Other Issues to Report?                                                                              | <b>12.8 - Responses</b><br>N    |  |

| 13 External                                                                                               |                                 |  |
|-----------------------------------------------------------------------------------------------------------|---------------------------------|--|
| <b>13.1 - Question</b><br>Parking Area Clear and Tidy                                                     | <b>13.1 - Responses</b><br>Pass |  |
| <b>13.2 - Question</b><br>Binroom, Make Sure Its Clean, Chutes Are Not Blocked and Switch Bins If Needed) | <b>13.2 - Responses</b><br>Pass |  |

|                                                                             |                                 |  |
|-----------------------------------------------------------------------------|---------------------------------|--|
| <b>13.3 - Question</b><br>Ground Maintenance In Line With The Specification | <b>13.3 - Responses</b><br>Pass |  |
| <b>13.4 - Question</b><br>Litter & Flytip                                   | <b>13.4 - Responses</b><br>Pass |  |
| <b>13.5 - Question</b><br>Lighting in Working Order                         | <b>13.5 - Responses</b><br>Pass |  |
| <b>13.6 - Question</b><br>Front, Side Fire Exit Are Clear From Obstruction  | <b>13.6 - Responses</b><br>Pass |  |
| <b>13.7 - Question</b><br>Balconies (Make Sure no Combustible Items Stored) | <b>13.7 - Responses</b><br>Pass |  |
| <b>13.8 - Question</b><br>Any Other Issues to Report?                       | <b>13.8 - Responses</b><br>N    |  |

| 14 Bin Room Sprinkler System                             |                                 |  |
|----------------------------------------------------------|---------------------------------|--|
| <b>14.1 - Question</b><br>Sprinkler Panel power Light On | <b>14.1 - Responses</b><br>Pass |  |
| <b>14.2 - Question</b><br>Sprinkler Head Present         | <b>14.2 - Responses</b><br>Pass |  |
| <b>14.3 - Question</b><br>Flush The tap in Bin Room      | <b>14.3 - Responses</b><br>Y    |  |