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| **Job review for Minor Works** | **LiveWest_LOGO BLUE RED_RGB** |

**Please send the completed form to your area IMS Team Inbox**

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| **Originator** | **IMS TEAM B3** | | | | |
| **Job Number and address:** | **45 Fulford Road, Hartcliffe, Bristol, BS13 9RL -** [**UR0813894**](https://urm.ads.ondomain.co.uk/CoreLIVE/Jobs/Enquiry/JobEnquiryDetails.aspx?JobEnquirySource=JobEnquiry&WhereClause=%5bJobf_Address1%5d+Like+%27%25Fulford+Road%25%27&ViaBanner=False&IncludeCancelledRecords=&IncludeNonActiveRecords=&JobID=1803801&PropertyID=-1&PropertyWorkProgrammeID=-1&EnquiryID=&ProjectID=&VehicleID=&OrchestratorProjectID=&JobCertificateTypeID=&SearchStage=None&SearchMode=PropertiesOnly&CallersName=&CallersHomeNo=&CallersWorkNo=&CallersMobileNo=&CallersEmail=&CallersClientOrderNo=&CallersSource=None&Activator=JobEnquiryDetails) | | | | |
| **Is there an asbestos risk?** | **Yes:  No:** | **Is there a reg8 risk?** | | | **Yes:  No:** |
| **What is the problem?** | Wooden corner post supporting the front porch is very rotten and needs replacing. | | | | |
| **Method statement – please provide detail of the order of works required including measurements** | Remove the surround decorative stones to allow access to sub base.  Remove the 3-course small brick plinth surrounding the supporting post.  Remove the rotten 5’’ timber post (Acro prop already in situ).  Prepare subbase as required.  Install a new supporting post.  Apply wood stain as required.  Remove Acro prop.  Install decorative surrounding brick plinth.  Rake over decorative stones. | | | | |
| **Materials required -**  **Please provide list of materials required to undertake works** | 5’’ chunky smooth planed timber porch post.  Post base bracket and wedge anchor bolt.  Dark Wood Stain.  Approx. 16 bricks.  Sand and Cement bags as required. | | | | |
| **Hours of labour required** | **1 day** | | **Number of ops required** | **2** | |
| **Any other relevant information eg/ access, hazards, location of services, system type?**  **Services: Electrical  / Gas  / Water** | | | | | |
| **Please provide clear photos of the affected areas with this form.**  **Including pictures from distance as well as close up.** | | | | | |