

ESTATE INSPECTION REPORT FORM

Estate: Elmgrove Estate			
Name of person inspecting:	Rita Contractor Debra Doyle	Date of last inspection:	16/10/24
		Date of current inspection:	12/05/25
Others in attendance (record status, eg. Councillor, resident, etc):			
Report circulated to Attendees plus			

Repairs identified

Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Repairs Reference No/s	Repairs Target Completion Date
Block 154-164 Francis Rd	Electric door system is still dis-connected so the door is not opening automatically like it should. Have to manually open the door.	No		
Block 106-116 Francis Rd	Electric door system is still dis-connected so the door is not opening automatically like it should. Have to manually open the door.	No		
Block 45-55 Elmgrove Crescent Flats	Ground floor internal door glazing is smashed and needs re-glazing. Photo below of the form.	No		

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Block 45-55 Elmgrove Crescent Flats	Front communal door mat needs replacing. Photo below of the form.	No		
Block 59-65 Elmgrove Crescent Flats	Trades button not operating	No		

Non-Repair issues identified

Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Person / team Action required from	Target Completion Date
Block 45-55 Elmgrove Crescent Flats – Rear Drying Area	Tree branches are down and requires works to remove the fallen branches which has caused 1 fence to come down	No	Estate Services	
Block 190-200 Francis Rd	Sofa outside block	No	Estate Services	
Moelyn Mews Un-taxed/abandoned cars	Honda Civic Blue 0E54 OPZ Citron Picasso Grey NU10 VXV	No	Rita Contractor – to check if cars taxed	
Block 45-55 Elmgrove Crescent Flats	2 x bikes on landing area	yes	Rita Contractor	

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OUTSTANDING ACTIONS

This is a list of works which were identified on the previous estate inspection report that remain outstanding

Outstanding Repairs

Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Repairs Reference No/s	Summary of actions taken to rectify (with dates) and current status

Outstanding Non-Repair issues

Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Person / team Action required from	Target Completion Date

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Estate Action Plan	Name of Estate
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Where we receive requests for improvements / replacement of items or identify work to prevent specific problems such as anti-social behaviour and which are not considered day to day repairs, a list of suggested improvements for each estate is kept. We call this an estate action plan.

We consider whether these items should be done and how we might fund the work.

New Recommendations arising from this Estate Inspection (if made)
<input type="checkbox"/> None made <input type="checkbox"/> New recommendations / suggestions:

Update on recommendations / proposals from previous Estate Inspections
<input type="checkbox"/> None under consideration <input type="checkbox"/> Details on “work in progress”:

Inspection report completed by	Signature	Date
Rita Contractor		12/05/25

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Block 45-55 Elmgrove Crescent – glazing smashed. Below door mat needs replacing in same block.

