

ESTATE INSPECTION REPORT FORM

Estate: Alexandra Avenue			
Names of person inspecting:	David Worrall (housing officer), Emma Davies, (caretaking supervisor), Otis Baptiste (asset Management), Ade Ajibulu (Surveyor)	Date of last inspection:	20/11/2024
		Date of current inspection:	20/05/2025
Others in attendance (record status, eg. Councillor, resident, etc):			
Report circulated to Attendees plus	Cllr M Henson, Cllr G Henson, Cllr D Gilligan		

Repairs identified

Address/Location	Description of Defect/Action Required -	Is this a Health and safety concern?	Repairs Reference No/s	Repairs Target Completion Date
283-289 Alexandra Avenue	Unblock/service all drain runs coming off the block, front and back, lift up all manhole covers checking for blockages, jet through and test leaving free flowing - quick camera shot once cleared report back to Otis any major issues	No	WO0001028334	16/07/2025
283-285B Alexandra Ave	Lino floor covering on 1 st -2 nd floor to be replaced	Yes	TBC	PIT
291-293B Alexandra Ave	Section of banister rail missing, ground-1 st floor stairs	Yes	WO0001028329	16/07/2025
295-297B Alexandra Ave	Section of banister rail missing, ground-1 st floor stairs	Yes	WO0001028330	16/07/2025

Address/Location	Description of Defect/Action Required -	Is this a Health and safety concern?	Repairs Reference No/s	Repairs Target Completion Date
BLK 291-301 Alexandra Avenue	Unblock/service all drain runs coming off the block, front and back, lift up all manhole covers checking for blockages, jet through and test leaving free flowing - quick camara shot once cleared report back to Otis any major issues	No	WO0001028335	16/07/2025
303-305B Alexandra Ave	Chain fencing at side of rear of block to be repaired	Yes	WO0001028332	16/07/2025
303-305B Alexandra Ave	Stair banister, ground-1 st floor to be resecured – RECALL WO0001024071	Yes	WO0001028331	16/07/2025
303-313 Alexandra Avenue	Unblock/service all drain runs coming off the block, front and back, lift up all manhole covers checking for blockages, jet through and test leaving free flowing - quick camara shot once cleared report back to Otis any major issues	No	WO0001028333	16/07/2025
BLK 334-340 Alexandra Avenue (Even)	Renew square shaped manhole cover and bed in new frame making good opposite MED nos. 334-336AB	No	WO0001028336	16/07/2025
1-6 Arundel Court	Floor paint to be renewed – Currently an ongoing onsite	No	TBC	
Dragonfly Court	Fire vent outside no. 3 to be closed	Yes	TBC	
Dragonfly Court	Glass to rear entrance door to be reglazed	Yes	WO0001028213	15/07/2025
Willow Tree Court	Facia above front. entrance to be repaired/replaced	Yes	WO0001028304	15/07/2025
7-12 Tregenna Court	Repaint windowsill, 1 st floor landing	No	TBC	
Tregenna Court	External decs programme required	No	TBC	
14-19 Park Gates	Wall paint, 1 st -2 nd floor stairs to be renewed	No	TBC	
Garages, Park Gates	Secure garages 5 & 6	Yes	TBC	

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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
283-285B Alexandra Ave	Items outside 285B. HO to instruct tenant to remove them.	Yes	HO	TBC
283-285B Alexandra Ave	Sofa & table in back garden to be removed	Yes	Est. Services	TBC
291-293B Alexandra Ave	Tree outside no. 291 to be cut back	Yes	Estate services	TBC
307-309B Alexandra Ave	Items outside 307B & 309B. Residents to be instructed to remove them.	Yes	Housing Officer	TBC
311-313B Alexandra Ave	Items outside 313 & 313A. Residents to be instructed to remove them.	Yes	Housing Officer	TBC
315-317B Alexandra Ave	Items in store room and buggy on ground floor. Residents to be instructed to remove them.	Yes	Housing Officer	TBC
319-321B Alexandra Ave	Sweep and clean block	Yes	Est. Services	TBC
322-324B Alexandra Ave	Table outside 322 to be removed. Resident to be instructed	Yes	Housing officer	TBC
326-326B Alexandra Ave	Remove items from outside intake cupboard, ground floor	Yes	Estate services	TBC
338-340B Alexandra Ave	Items at rear of 338 & 340. Residents to be instructed to remove them.	Yes	Housing Officer	TBC
338-340B Alexandra Ave	Trampoline in rear garden to be removed	Yes	Estate Services	TBC
338-340B Alexandra Ave	Cut back shrubbery at front of block	Yes	Est. Services	TBC
338-340B Alexandra Ave	Rubbish etc in store room. Residents to be instructed to removev them			
310-312B Alexandra Ave	Remove items from drying room	Yes	Estate services	TBC
303-305B Alexandra Ave	Refuse by fence at rear of block to be removed	Yes	Estate services	TBC

Address/Location	Description of Defect/ Action Required -	Is this a Health and safety concern?	Person/ team Action required from	Target Completion Date
315-317B Alexandra Ave	Items on ground floor to be removed. Residents to be instructed	Yes	Housing officer	TBC
1-6 Tregenna Court	Items outside no. 1 to be removed. Residents to be instructed.	Yes	Housing officer	TBC
7-12 Tregenna Court	Cupboard outside no. 11 to be removed. Resident to be instructed	Yes	Housing officer	TBC
14-19 Park Gates	Items outside 18 & 19 to be removed. Residents to be instructed.	Yes	Housing officer	TBC
Dragonfly Court	Items on landing outside no. 3. HO to instruct tenant to remove	Yes	Housing Officer	TBC

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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
1 & 2 Willow Tree Court	Additional fencing at front of block by flat balconies required as security measure	Yes		
Arundel Court, road entrance to garage area	Gate and fence to be installed as security measure	Yes		
330-332B Alexandra Ave	Handrail for step access to drying area at rear of block to be installed	Yes		
326-328B Alexandra Ave	Handrail for step access to drying area at rear of block to be installed	Yes		
322-324B Alexandra Ave	Handrail for step access to drying area at rear of block to be installed	Yes		
318-320B Alexandra Ave	Handrail for step access to drying area at rear of block to be installed	Yes		
287-289B Alexandra Ave	Graffiti on ground floor ceiling by rear entrance door to be removed	No		
Dragonfly Court	Chain fencing at side of rear of block to be repaired	Yes		

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)

☒ None

☐ New recommendations / suggestions

Update on recommendations / proposals from previous Estate Inspections

☒ None under consideration

Damage is being caused to walls in Francis Road due to bikes being carried up the stairs. A bike storage facility at the rear of the flats would prevent this ongoing damage.

The block paving at each end of the rear access is still constantly being broken and causes a trip hazard. This is an ongoing issue since the major works were done. No progress on this

☐ Details on "works in progress":

Inspections report completed by	Signature	Date
David Worrall		02/06/2025

