

ESTATE INSPECTION REPORT FORM

Estate: Shaftesbury Circle and Lower Road			
Name of person inspecting:	Rita Contractor Otis Baptiste Emma Davies	Date of last inspection:	11/12/24
		Date of current inspection:	18/06/25
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
88-94 Lower Road	Rubber flooring skirting boards missing outside Flat 88 in communal hallway, please renew as necessary	No	WO0001028558	18.07.2025
72-94 Lower Road	Estate Inspection - 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		TBC	
Shaftesbury Circle Rear External Green	Rear of block fencing between carpark and gardens, 1x panel fencing is down and 1x panel fencing is warped, renew both using existing concrete posts as integrity has not been compromised	No	WO0001028555	18.07.2025

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Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Repairs Reference No/s	Repairs Target Completion Date
11-27 Shaftesbury Circle	Estate Inspection - 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		TBC	

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
Lower Road				
Flat 94	Items outside front door	Yes	Rita	04/07/25
Shaftesbury Circle				
Flat 24	Shoe Rack outside front door	Yes	David	
Flat 22	Sky cable dangling outside front door and sky dish wiring hanging out of the roof canopy by rear communal door entrance	No	David	
Block 11-17	Top floor landing needs clearing of a ceramic pot, boxes, wooden unit	Yes	Estate Services	
Outside Flat 17 & 16	Items outside front door	Yes	David	

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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	R. Contractor	18/06/25

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Lower Rd – Skirtings board missing in areas

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Sky dish fixings rear

Sky cable wires hanging, tenant responsible

Fence panel down, Shaftesbury Circle

Fence panel down

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Items outside Lower Rd

24 Shaftesbury Circle – shoe rack outside

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Clothes on banister Block 11-17
Shaftesbury Circle



Outside Flat 17 & 16 Shaftesbury Circle



Block 11-17 Top Floor Landing area – Shaftesbury Circle

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