

## ESTATE INSPECTION REPORT FORM

<b>Estate: Grange Farm Estate (photographs attached to separate sheet attached)</b>			
Name of person inspecting:	Rita Contractor	Date of last inspection:	19/12/24
	Raj, Bill Residents – Shobna, Ranjan & Varsha	Date of current inspection:	26/06/25
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
<b>Block 40-45 Omsond Close – Communal Entrance Door</b>	Door entry magnets not attaching on the bottom of the door so requires new or securing. Non-residents are pushing their way causing ASB	Yes	<b>WO0001030442</b>	29/07/2025
<b>Block 28-33 Osmond Close Rear Communal Door</b>	Door lever broken (Latch)	No	<b>WO0001028848</b>	04/07/2025
<b>Block 68-73 Osmond Close Communal Entrance Door</b>	Door not automatically shutting and have to be pulled to lock	No	<b>WO0001030445</b>	29/07/2025

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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
<b>Carpark Area Outside Block 111-116</b>	Collapsed drain - Investigate drain cordoned off in carpark area, also unblocking/servicing 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 - camera shot once cleared and report back	Yes	<b>WO0001029915</b>	12/08/2025
<b>Block 111-116 – Roof above Entrance door</b>	The tiles are coming off and can cause an injury - <b>Investigate / refix flat tiles above 111-116 entrance as per Otis / Rita HO # ISSUE TO CAMPBELL ROOFING</b>	Yes	<b>WO0001030466</b>	30/07/2025
<b>Wesley Close</b>				
<b>Rear of the blocks from Flat 65 Wesley Close</b>	Large holes throughout by underneath blocks where rats have easy access to enter block and flats	No	TBC	
<b>Block 73-81 Wesley Close – Door Entry System</b>	Trades button not working	No	<b>WO0001030450</b>	29/07/2025
<b>Block 91-99 Wesley Close, 2<sup>nd</sup> Floor</b>	Glass glazing is cracked and needs protective filming	No	<b>WO0001029919</b>	22/07/2025

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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
Osmond Close				
Outside Flat 51	Items outside, letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
Outside Flats 30 and 31 Osmond Close Landing	Dumped sofa	Yes	Estates Services	
Block 68-73 Osmond Close Underneath Stairs	Lime bike needs to be removed	No	Estates Services	
Block 68-73 Osmond Close	At front of block – weeds need removing as covering up gas meters	No	Estates Services	
Block 68-73 Osmond Close Car-park	Abandoned classic car – Purple Minor 1000	No	Enforcement Team	
71 Osmond Close	2 x bins outside door - letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
Wesley Close				
75 Wesley Close	Items outside front door, BBQ and items. Door knocked and tenant in process of moving inside her shed	Yes	Rita Contractor	26/06/25
Block 82-83 Wesley Close	2 x bikes and a chair to be removed from outside the block	No	Estates Services	

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Address / Location	Description of Defect/ Action Required –	Is this a Health and safety concern?	Person / team Action required from	Target Completion Date
<b>82 &amp; 83 Wesley Close</b>	Items outside communal areas. Letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>89 Wesley Close</b>	Wooden cabinet and plant pots stored. letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>90 Wesley Close</b>	Shoe cabinet, plant pots and other items stored. letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>96 Wesley Close</b>	3 x bikes stored. letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>Block 98 &amp; 99</b>	Top floor landing area, wooden cabinet to be removed.	Yes	Estate Services	
<b>101 Wesley Close</b>	Cabinet and pram, letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>105 Wesley Close</b>	BBQ and pram stored, letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>Block 100-108 Wesley Close Shrubbery/ Bushes</b>	Overgrown shrubbery and bushes. Varsha requesting if this shrubbery can be removed as has seen rats entering and if it's removed like the other blocks	No	Estate Services	
<b>Block 82-90 Wesley Close</b>	Graffiti needs to be removed from front of the block	No	Estate Services	

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<b>Block 95 Wesley Close</b>	Ranjan is requesting for bird proofing on the block	No	Estate Services	
<b>41 Wesley Close</b>	BBQ stored, letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>42 Wesley Close</b>	2 x bikes stored, letter posted through the door to remove items by 08/07/25	Yes	Rita Contractor	08/07/25
<b>37-45 Wesley Close, first floor landing</b>	Gym equipment needs removing	Yes	Estates Services	
<b>Tamarind Court – rear communal area</b>	Overgrown hedges/shrubbery	No	Estate Services	

## ESTATE INSPECTION REPORT FORM

### 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

## ESTATE INSPECTION REPORT FORM

<b>Estate Action Plan</b>	<b>Name of Estate</b>
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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.

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

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

Inspection report completed by	Signature	Date

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Photographs attached to report.