

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:	16/10/25
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 Francis Road	Remedy flooring strip, ground floor, adhesive has come off reported by HO	No	WO0001036558	07/11/2025
Block 142-152 Francis Rd	Reattach / renew staircase strip reported by HO	No	WO0001036557	07/11/2025
SBLK 70-80 Francis Road, Harrow, HA1 2QU	Measure shattered Glass [rear communal door], make safe if necessary, order glass and return to fit reported by HO	Yes	WO0001036550	07/11/2025
Front of Block 94-104 Carpark	Brick wall collapsed [not dangerous]	No	TBC	
Front of Block 65-59 Elmgrove Crescent	A resident reported streetlight not working. Debra to report to Highways	No	Highways	

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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
150 Francis Rd	Items outside communal areas	yes	Rita	
114 Francis Rd	Shoe rack stored on communal landing	yes	Rita	
Block 59-65 Elmgrove Crescent	Noticeboard needs updating	No	Estates Team	

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
150 Francis Rd	Items outside communal areas	Yes	Rita	
114 Francis Rd	Shoe rack stored on communal landing	Yes	Rita	
Block 59-65 Elmgrove Crescent	Noticeboard needs updating	No	Estates Services	

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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)
☐ None made ☐ New recommendations / suggestions:

Update on recommendations / proposals from previous Estate Inspections
☐ None under consideration ☐ Details on “work in progress”:

Inspection report completed by	Signature	Date

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