SITE survey. APP

SITE SURVEY REPORT

Gym Equipment Inspection

Prepared for	Castlegate Leisure Trust
Date	2 Oct 2026
Site	Castlegate Leisure Centre, Shrewsbury
Prepared by	N. Farrell

FORM

Gym Equipment Inspection

1. Record details and scope

Project	Castlegate Leisure Centre, Shrewsbury: monthly gym equipment check
Site or premises address	Castlegate Leisure Centre, Abbey Foregate, Shrewsbury
Client or organisation	Castlegate Leisure Trust
Record date	2 Oct 2026
Person completing the record	N. Farrell

This is a condition-check record, not a load-test certificate, electrical safety certificate, medical suitability assessment or guarantee against failure.

The Provision and Use of Work Equipment Regulations 1998 (PUWER): regulation 5 requires work equipment to be maintained in an efficient state, in efficient working order and in good repair, and regulation 6 requires inspection by a competent person where deterioration could lead to danger, with the results recorded. BS EN ISO 20957-1:2024 sets the general safety requirements for stationary training equipment, including the free space around it. Use the manufacturer instructions, usage and risk assessment to define competent checks and defect handling for the equipment concerned.

2. Gym and check scope

Gym or area checked	First floor gym: cardio row, cable station and free weights area
Manufacturer instructions and check schedule used	Manufacturer owner's manuals, user maintenance sections. Monthly check sheet CL-GYM-M rev 5.
Checker's competence or authorised scope	N. Farrell, duty manager. Trained for user-level monthly checks only. No adjustment of cables or pulleys.
Previous defects and service reference	Seat pin replaced 2026-06-11. Last contractor service 2026-07-08, report FS-0708-3.

3. Equipment checked

Equipment by zone 1: Cardio row

Zone of the gym	Cardio row

Equipment in this zone 1: GYM-003 treadmill

Equipment ID and name	GYM-003 treadmill

Type	Treadmill
Frame, visible fixings and stability	Pass
Cables, belts, chains and moving parts	Pass
Guards, covers and pinch-point protection	Pass
Seats, pads, grips and adjustment pins	Pass
Labels, user instructions and stop or emergency controls	Pass
Unloaded function check: smooth, with no noise, slipping or snatching	Pass
Clear space needed behind, from the manufacturer's instructions (m)	2.0
Clear space measured behind (m)	2.35
Run-off space against the instructions	Enough space behind
Checks failed	0
Use decision	Available within recorded limits

Equipment in this zone 2: GYM-006 treadmill

Equipment ID and name	GYM-006 treadmill
Type	Treadmill
Frame, visible fixings and stability	Pass
Cables, belts, chains and moving parts	Pass
Guards, covers and pinch-point protection	Pass
Seats, pads, grips and adjustment pins	Pass
Labels, user instructions and stop or emergency controls	Pass
Unloaded function check: smooth, with no noise, slipping or snatching	Pass
Clear space needed behind, from the manufacturer's instructions (m)	2.0
Clear space measured behind (m)	1.40
Run-off space against the instructions	Too little space behind
Checks failed	0
Use decision	Restricted use

Defect, restriction and who was told	Cross trainer GYM-011 moved behind it during last week's cleaning, leaving 1.4 m behind the deck against the 2.0 m in the manual. Treadmill coned off and switched off at the isolator until the cross trainer is moved back. R. Jones told at 10:05.

Photos



This zone: equipment checked	2
This zone: with a failed check	0
This zone: out of service	0
This zone: restricted use	1
This zone: cables, belts or moving parts failed	0
This zone: treadmills short of run-off space	1

Equipment by zone 2: Free weights area

Zone of the gym	Free weights area

Equipment in this zone 1: GYM-014 dual cable crossover

Equipment ID and name	GYM-014 dual cable crossover
Type	Cable or pulley station
Frame, visible fixings and stability	Pass
Cables, belts, chains and moving parts	Fail
Guards, covers and pinch-point protection	Pass
Seats, pads, grips and adjustment pins	Pass

Labels, user instructions and stop or emergency controls	Fail
Unloaded function check: smooth, with no noise, slipping or snatching	Not applicable
Checks failed	2
Use decision	Out of service

> Out of service. Take it out of use so nobody can use it (remove handles or pins, or isolate it), fit an out of order sign, and keep it out of use until a competent person has repaired it and recorded that it is safe.

Defect, restriction and who was told	Left cable sheath frayed for about 60 mm where it runs over the top pulley, steel strands visible. User instruction label on the left column peeling but readable. Left handle removed and stored at reception, weight pins removed and an out of order sign fitted. R. Jones told at 10:20.

Photos



Equipment in this zone 2: GYM-021 adjustable bench

Equipment ID and name	GYM-021 adjustable bench
Type	Rack, bench or free weights
Frame, visible fixings and stability	Pass
Cables, belts, chains and moving parts	Not applicable
Guards, covers and pinch-point protection	Not applicable
Seats, pads, grips and adjustment pins	Pass
Labels, user instructions and stop or emergency controls	Pass

Unloaded function check: smooth, with no noise, slipping or snatching	Pass
Checks failed	0
Use decision	Available within recorded limits
This zone: equipment checked	2
This zone: with a failed check	1
This zone: out of service	1
This zone: restricted use	0
This zone: cables, belts or moving parts failed	1
This zone: treadmills short of run-off space	0
Equipment checked	4
With a failed check	1
Out of service	1
Restricted use	1
Cables, belts or moving parts failed	1
Treadmills short of run-off space	1

> Equipment is out of service or restricted. Tell the duty manager, raise the repair and record the job reference on the next page. Recheck it before it goes back into use.

General notes on the function checks	Unloaded function checks done on each item before any fault was found. GYM-014 not used again once the fraying was seen.

4. Handover

Duty manager or supervisor told	R. Jones, gym supervisor, at 10:20
Repair or follow-up job references	Contractor call-out FS-CO-26-0193 (GYM-014 cable). Facilities job FM-2210 (move GYM-011 back to bay 6).

Out of order signs and isolation photos



5. Actions and review

Are further actions required?	Yes

Further action 1: Contractor to replace the left cable on GYM-014 and check the top pulley. Call-out FS-CO-26-0193.

Action and evidence reference	Contractor to replace the left cable on GYM-014 and check the top pulley. Call-out FS-CO-26-0193.
Person responsible	R. Jones, gym supervisor
Target date	9 Oct 2026
Action status	Open

Further action 2: Move cross trainer GYM-011 back to bay 6 and remeasure the space behind treadmill GYM-006 before it reopens.

Action and evidence reference	Move cross trainer GYM-011 back to bay 6 and remeasure the space behind treadmill GYM-006 before it reopens.
Person responsible	Facilities, job FM-2210
Target date	3 Oct 2026
Action status	Completed
Completion evidence	Moved 3 October. 2.3 m measured behind GYM-006, reopened by R. Jones.

Further action 3: Replace the peeling user instruction label on the GYM-014 left column.

Action and evidence reference	Replace the peeling user instruction label on the GYM-014 left column.
Person responsible	R. Jones, gym supervisor
Target date	16 Oct 2026
Action status	Open
Open actions	2
Outstanding limitations and information to pass on	User-level check only. Pulleys and the inside of the weight stack covers not opened. GYM-014 stays out of service until the contractor signs off the repair.
Record status	Work or use stopped
Reviewed by	R. Jones, gym supervisor
Review date	2 Oct 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.