SITE survey. APP

SITE SURVEY REPORT

Scaffold Inspection Register

Prepared for	Avonmere Construction Ltd
Date	12 Oct 2026
Site	Hartley Road flats, Bristol
Prepared by	R. Okafor

FORM

Scaffold Inspection Register

1. Inspection details

Project	Hartley Road flats, Bristol: weekly scaffold inspection (completed example)
Client	Avonmere Construction Ltd
Site	Hartley Road flats, Block B
Site address	14 to 28 Hartley Road, Bristol
Date of inspection	12 Oct 2026
Time	07:15
Inspection carried out for (name and address)	Avonmere Construction Ltd, 3 Quay Street, Bristol
Inspected by	R. Okafor
Competence: card or qualification	CISRS scaffold inspection card 0491
Why is the inspection being done?	Routine inspection (at least every 7 days)

> Work at Height Regulations 2005, regulation 12. A working platform used for construction work, from which a person could fall 2 metres or more, must not be used unless it has been inspected in that position within the previous 7 days. Where its safety depends on how it is put up, it must also be inspected after it is installed or assembled, and each time something happens that is liable to affect its safety, such as high winds.

2. Scaffolds inspected

Scaffolds and lifts inspected 1: B-01

Scaffold reference or tag number	B-01
Location, elevation and lifts	Block B front elevation, lifts 1 to 4
Scaffold position (GPS)	Front elevation, bay 1 · 51.468200, -2.582400 (ST 59607 74170, ±6 m)
Type of scaffold	Independent tied
Erected by (contractor)	Severn Access Scaffolding
Design or TG20 compliance sheet reference	TG20 compliance sheet TG-B01
Load class or duty on the handover certificate	General purpose, 2.0 kN/m2

Height to the top working platform (m)	8.23

Height to the top working platform (m): measuring photo



Have you seen the handover certificate?	Yes
Date of the last recorded inspection	5 Oct 2026
Days since the last inspection	7
Ground, sole boards and base plates sound, level and undisturbed	OK
Standards plumb, joints staggered, none missing or damaged	OK
Ledgers and transoms in place, couplers tight	OK
Bracing (ledger, façade and plan) in place and complete	OK
Ties and anchors in place, none removed, tested where required	Defect
What is wrong?	One tie missing at lift 3, bay 6: removed for window fitting and not replaced.
Working platforms fully boarded, boards sound, supported and not overhanging too far	OK
Guardrails, intermediate rails and toe boards or brick guards fitted	OK
Main guardrail height above the platform (mm)	1000
Ladders, stairs and access gates secure, ladder access gates self-closing	OK

Not overloaded; materials stacked within the load class	OK
Sheeting and netting secure (and allowed for in the design)	Not applicable
Protection for the public: fans, netting, lighting, base protection	OK
Scaffold tag or status board shows the current inspection	OK

Photos





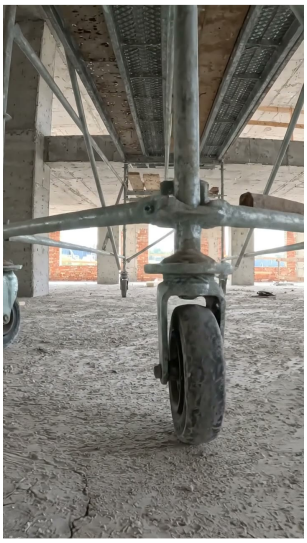
Defects on this scaffold	1
Result	Safe to use with a restriction
What is the restriction?	Lift 3, bays 5 to 7 closed until the tie is replaced by the scaffold contractor.

Scaffolds and lifts inspected 2: T-03

Scaffold reference or tag number	T-03
Location, elevation and lifts	Block B stairwell, internal
Scaffold position (GPS)	Stairwell entrance · 51.468120, -2.582050 (ST 59631 74161, ±11 m)
Type of scaffold	Mobile tower
Erected by (contractor)	Avonmere site team (PASMA trained)
Design or TG20 compliance sheet reference	Manufacturer's instructions, 4.2 m platform
Have you seen the handover certificate?	No
Date of the last recorded inspection	1 Oct 2026

Days since the last inspection	11
Ground, sole boards and base plates sound, level and undisturbed	Defect
What is wrong?	Castor brake not locked on one leg.
Standards plumb, joints staggered, none missing or damaged	OK
Ledgers and transoms in place, couplers tight	Not applicable
Bracing (ledger, façade and plan) in place and complete	OK
Ties and anchors in place, none removed, tested where required	Not applicable
Working platforms fully boarded, boards sound, supported and not overhanging too far	OK
Guardrails, intermediate rails and toe boards or brick guards fitted	OK
Main guardrail height above the platform (mm)	990
Ladders, stairs and access gates secure, ladder access gates self-closing	OK
Not overloaded; materials stacked within the load class	OK
Sheeting and netting secure (and allowed for in the design)	Not applicable
Protection for the public: fans, netting, lighting, base protection	Not applicable
Scaffold tag or status board shows the current inspection	Defect
What is wrong?	Tag still shows the inspection of 1 October.

Photos



Defects on this scaffold	2
Result	Not to be used
How was it taken out of use (tag removed, access barred) and who was told?	Tag reversed to do not use and access barred. Site manager P. Lyle told at 07:40.
Scaffolds not to be used	1
Scaffolds with a restriction	1
Scaffolds safe to use	0
Defects found	3
More than 7 days since the last inspection	1

3. Report

> Schedule 7 report. The report must record who the inspection was for, the location and description of the equipment, the date and time, any matter that could give rise to a risk, action taken, further action needed and the inspector's name and position. It must be prepared before the end of the working period and given to the person it was carried out for within 24 hours.

Matters found that could give rise to a risk	Missing tie on B-01 lift 3; tower T-03 castor unlocked and inspection out of date.
Action taken at the time	B-01 bays 5 to 7 closed with barriers. T-03 taken out of use.
Further action considered necessary	Severn Access to replace the B-01 tie. T-03 to be re-inspected after the castors are locked.
Report given to (name and position)	P. Lyle, site manager, Avonmere Construction
Date the report was given	12 Oct 2026

Time	08:10
Next inspection due	19 Oct 2026

Keep the report at the site until the construction work is finished, then at an office for 3 months.

4. Actions and sign-off

Are further actions needed?	Yes

Further actions 1: Replace tie at lift 3, bay 6 on B-01 and re-inspect.

What needs doing?	Replace tie at lift 3, bay 6 on B-01 and re-inspect.
Who will do it?	Severn Access Scaffolding
Due date	13 Oct 2026
Status	Open

Further actions 2: Lock T-03 castors, re-inspect and re-tag before use.

What needs doing?	Lock T-03 castors, re-inspect and re-tag before use.
Who will do it?	R. Okafor
Due date	12 Oct 2026
Status	In progress
Inspector name	R. Okafor
Position or company	Temporary works coordinator, Avonmere Construction
Inspector signature	

Signing records what was found on the day. It is not a guarantee of condition and does not replace any examination, test, design check or repair needed from a competent person.