SITE survey. APP

SITE SURVEY REPORT

Void Property Inspection

Prepared for	Northgate Housing
Date	14 Oct 2026
Site	27 Larch Close
Prepared by	S. Ahmed

FORM

Void Property Inspection

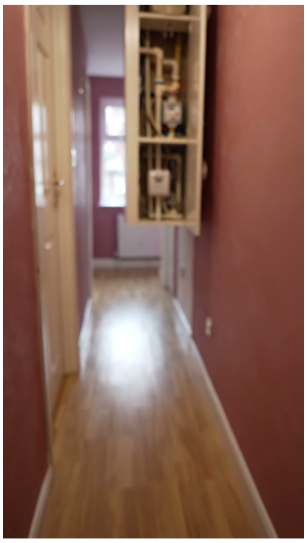
1. Property

Project	27 Larch Close: void inspection (completed example)
Client	Northgate Housing
Site	27 Larch Close
Site address	27 Larch Close, Wakefield
Inspection date	14 Oct 2026
Property reference	LC-027
Property type	House
Bedrooms	2
Date the home became empty	6 Oct 2026
Days empty so far	8
Inspected by	S. Ahmed
Keys returned	3
Is the property secure?	Yes

2. Meters and safety

Electricity meter reading	045812
Gas meter reading	03321
Water meter reading	No water meter, charged by rateable value

Photos of the meters





Date of the last gas safety check	18 Mar 2026
Days since the gas safety check	210
Date of the last electrical inspection report	12 Jun 2023
Days since the electrical report	1220
Has electrical equipment the landlord provides (such as a cooker) been checked in the last 5 years?	Yes
Is there a working smoke alarm on every storey with a room used as living accommodation?	Yes
Is there a carbon monoxide alarm in every room with a fixed combustion appliance (other than a gas cooker)?	No

> The Smoke and Carbon Monoxide Alarm (England) Regulations 2015, as amended in 2022, apply to social and private rented homes. Fit the missing alarms. The landlord must check each required alarm is in proper working order on the day a new tenancy begins.

Has the asbestos register been checked before works are ordered?	Yes
Is there any damp or mould?	Yes

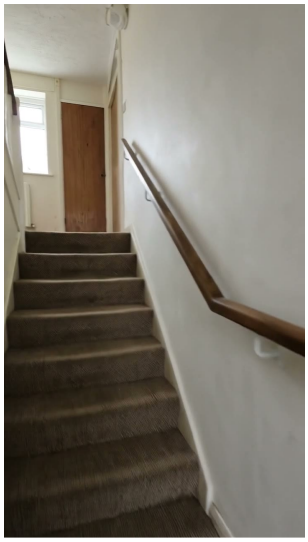
3. Rooms

Rooms 1: Hall, stairs and landing

Room	Hall, stairs and landing
Condition	Lettable

Works needed	Clean
Details	Stair carpet worn but sound, handrail secure. Hall and landing smoke alarms tested and working.

Photos




Rooms 2: Living room

Room	Living room
Condition	Minor works
Works needed	Clean, Decorate, Plaster
Details	Old damp patch above the radiator, dry to the touch, paint flaking. Plaster broken out round the light switch. Make good and redecorate.

Photos




Rooms 3: Kitchen

Room	Kitchen
Condition	Minor works
Works needed	Clean, Plumbing, Joinery
Details	Sink trap leaking, base of the sink cupboard soaked and breaking up. Units fair otherwise. Combi boiler on the wall, no CO alarm in the room.

Photos





Rooms 4: Bathroom

Room	Bathroom
Condition	Major works
Works needed	Damp or mould, Decorate, Electrical, Clean
Details	Black mould round the ceiling extractor and along the bath grout. Extractor fan not running. Fan to be replaced before the mould treatment.

Photos





Rooms 5: Bedroom 1 (front)

Room	Bedroom 1 (front)
Condition	Lettable
Works needed	Clean
Details	Carpet, curtains and radiator in good order. Light clean only.

Photos



Rooms 6: Bedroom 2 (back)

Room	Bedroom 2 (back)
Condition	Major works

Works needed	Damp or mould, Plaster, Decorate, Remove items left behind
Details	Heavy black mould in the corner by the window, sealed unit misted with mould on the frame. Wardrobe and bags left behind. Likely condensation, cause to be confirmed.

Photos





Rooms lettable	2
Rooms needing minor works	2
Rooms needing major works	2

4. Works and re-let

Works orders 1: Cleaning

Trade	Cleaning
Work needed	Full void clean throughout, clear the wardrobe and bags from bedroom 2.
Priority	Before re-let
Estimated cost (£)	320

Works orders 2: Electrical

Trade	Electrical
Work needed	Replace the bathroom extractor with a humidistat fan. Fit a CO alarm in the kitchen by the boiler.
Priority	Before re-let
Estimated cost (£)	295

Works orders 3: Decorating

Trade	Decorating
Work needed	Mould wash and stain block the bathroom ceiling and bedroom 2. Redecorate bathroom, bedroom 2 and living room.
Priority	Before re-let
Estimated cost (£)	640

Works orders 4: Plumbing

Trade	Plumbing
Work needed	Replace the leaking sink trap, regrout and reseal the bath.
Priority	Before re-let
Estimated cost (£)	185

Works orders 5: Joinery

Trade	Joinery
Work needed	Replace the rotten base panel in the sink cupboard.
Priority	Before re-let
Estimated cost (£)	140

Works orders 6: Other

Trade	Other
Work needed	Replace the misted double glazed unit in the bedroom 2 window.
Priority	After re-let
Estimated cost (£)	180

Works orders 7: Grounds

Trade	Grounds
Work needed	Cut back the rear garden and hedge, take green waste away.
Priority	After re-let
Estimated cost (£)	220
Estimated total (£)	1980

Estimated cost before re-let (£)	1580
Target re-let date	2 Nov 2026
Days from the inspection to the target re-let	19
Total void days at the target re-let	27

5. Actions and sign-off

Are further actions needed?	Yes

Further actions 1: Raise the seven works orders and send the asbestos register to the contractors.

What needs doing?	Raise the seven works orders and send the asbestos register to the contractors.
Who will do it?	S. Ahmed
Due date	15 Oct 2026
Status	Completed

Further actions 2: Damp and mould team to visit, take readings and confirm the cause in the bathroom and bedroom 2.

What needs doing?	Damp and mould team to visit, take readings and confirm the cause in the bathroom and bedroom 2.
Who will do it?	R. Kelly, damp and mould team
Due date	21 Oct 2026
Status	In progress

Further actions 3: Post-works inspection. Test every smoke and CO alarm and issue the gas and electrical records before keys go to the new tenant.

What needs doing?	Post-works inspection. Test every smoke and CO alarm and issue the gas and electrical records before keys go to the new tenant.
Who will do it?	S. Ahmed
Due date	30 Oct 2026
Status	Open
Actions still open	2
Inspector name	S. Ahmed
Position or company	Voids surveyor, Northgate Housing

Inspector signature



Signing records what was found on the day. It does not replace a specialist survey, test or repair by a competent person.