Appendix 2

Estate Walkabouts Central Tracker

L21

Phase 1 > This section to be completed by Tenancy Assistant's following the Community Walkabout.										
Date of Walkabout	Location	Estate / Area	Address Block / Door No. / Street Name	Issue Identified	Photo reference	Type of Issue	Date reported	Reported via	Reporting referen	Service Area Reported To

1. MASTER | 2. Photo Register | 3. Reporting | 4. Tracker Instructions | 5. Definitions | Bank Holidays

Phase 2:

> This section to be completed by the Service Area responsible for actioning issues.

Priority (High / Med / Low)	Action Required	Officer Assigned to Action Works	Target Completion Date	Days remaining	Status	Actual completion date	Notes / Comments
P1			10/02/2025	-295	COMPLETED		
P2			01/03/2026	-20			
P3			31/03/2026	3			
			20/02/2026	-26			

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