

Action Required	Status	Due by
1. Unit 29. Repair / replacement of skirting boards, in bedroom & living area and painting of previously damaged ceilings	Work order held by Leading Edge property	Pending
2. Unit 41 – Water Ingress to bathroom due to blocked drains on the terraced area of Unit 44 above. Problem identified as pillows blocking drain causing water to pool and tack down to units 41 & 22 below via expansion joints. Bathroom ceiling has been repaired. Bathroom Ceiling to be painted.	Work order held by Leading Edge property	Pending
3. Unit 22 water ingress into main bedroom impacting skirting boards. Leading Edge Property attended 5 th June. Confirmed it relates to Unit 41/44 issue. Agreed with Lot Owner to address core issue first and then replace skirting boards. Work Order held by Leading Edge Property for replacement of skirting boards.	Work order held by Leading Edge property	Pending
4. Basement Car parks – water penetration on side walls on L1 & B1. Clean & clear gutters behind wall. Possible minor remedial work will be necessary. Resolved for PW & MC to review and consider options to repair.	PW & MC to review and consider options.	Pending
5. Unit 8 Bedroom #1 ceiling & hob water damaged & Fixed Fly screens bedroom # 2. RE meet contractor on site 26/11/24 to agree next steps.	Work Order Held by Leading Edge property.	Pending

MAINTENANCE DATABASE 15TH JANUARY 2025

Action Required	Status	Due by
6. Unit 44. Repair cracked and lifting cement rendered concrete hob which borders the front terraced area and repaint. Rendering completed. Painting pending.	Work Order held by Leading Edge property.	Pending
7. Corner Ocean Parade & Beach Street. Aluminium shade / decorative cover on Ocean Parade facing balconies running from Units 31 to 45. Deteriorated and vibrates excessively during high wind. JC & RE to meet with leading Edge property 26/11/24. Quote pending.	Leading Edge Property quote pending.	Pending
8. Outdoor benches and pergolas – review / repaint and replace seating slats where timber has rotted. Quote pending..	Leading Edge Property quote pending.	Pending
9. Level 6 Middle Riser foyer – evidence of Water Ingress above lift door on foyer ceiling opening. Leading Edge property has reviewed and identified & repaired waterproofing around Airconditioning enclosure on L7 roof. Ceiling to be repainted?	Work Order held by Leading Edge property.	Partially completed. Painting required.
10. Unit 1 Water Ingress to bedroom. Leading Edge holds work order. Partial repair completed pending review following heavy rain.	Work Order held by Leading Edge property.	Pending
11. Lot 4 – External Air-conditioning Unit relocated without formal works application. CSTM has written to Lot Owner & Letting Agent. No response as at 8/1/25 CSTM following up.	SC resolved to instruct CSTM to write Letting Agent & Lot Owner. Remedial work is necessary	CSTM to follow up Lot Owner & Letting Agent.
12. Lift # 1 damaged and emergency telephone ripped from its fitting. Going Up Elevators are sourcing replacement emergency telephone. Issue has been reported to Police.	Repair by Going Up Elevators is pending.	Pending