

Action Plan 2025 – 2027, Brookside

Location	Brookside, 47 Stoughton Avenue, LE5 5UD				
Date	18.08.2026				
Estate Rating					
Objective	Key Actions to achieve	Action Owner	By when	Progress Update	Status
Increase Engagement and Visibility of Neighbourhood Coordinator – building relationship with residents		Neighbourhood Team	Continual	New Neighbourhood Coordinator will introduce herself to residents when in the area due to there being no up to date noticeboard at the scheme	Continual
Increase Engagement and Visibility of Neighbourhood Coordinator – building relationship with residents	Obtain a new noticeboard for the scheme with the Neighbourhood Improvement Fund	Neighbourhood Coordinator	November 2026	Neighbourhood Coordinator to obtain quotes	Not started
Updates on progress to be shared with residents	Monthly updates to be provided via the Neighbourhoods website and QR code to website	Neighbourhood Team	Continual		Continual

Grounds Maintenance	Monitor quality of grounds maintenance. Will facilitate the improvement of grounds maintenance standards (where necessary) through regular liaison with contractors and PA's Contract Managers including escalation at contractor meetings where necessary.	Neighbourhood Team	Continual	Checked quarterly during inspections - last inspection date was 18.08.2026	Continual
Grounds Maintenance	Keep the area clear of litter	Contracts and Partnership Team and Residents	Continual	Following last inspection – 18.08.2026 Contractor has been contacted regarding ensuring litter picks take place. Residents should also take pride in the area and ensure rubbish is put in bins	Continual
Grounds Maintenance	Keeping bushes and small trees cut back	Contracts and Partnership Team	Sept 2026	Following last inspection – 18.08.2026 Contractor has been contacted regarding cutting back the bushes and small trees which are encroaching onto grassed areas and boundaries.	On-going
Grounds Maintenance	Cutting back of large trees	Contracts and Partnership Team	Oct 2026	Following last inspection – 18.08.2026 tree contractor will be contacted to cut back	On-going

				larger trees which are now touching buildings	
Repair/replace broken fencing in rear communal garden	Repair/replace broken fencing in rear communal garden	Midland Repairs Team	Sept 2026	Following last inspection – 18.08.2026 broken fencing has been reported	On-going