

Action Plan 2026 – 2027, Cotton Close

Location	Cotton Close, Leicester, LE4 7SW				
Date	24.08.2026				
Estate Rating	Silver				
Objective	Key Actions	Owner	By when	Progress Update	Status
Increase Engagement and Visibility of Neighbourhood Coordinator – building relationship with residents	Fortnightly surgeries are implemented and communications sent to residents	Neighbourhoods Team	Actively doing	Currently carrying out fortnightly site visits – communications are sent prior to site visits.	Complete
Cyclical internal decorations for the communal lounge	Painting internal communal lounge and changing carpets	Cyclical programme delivery	September -October 2026	An enquiry has been made to confirm whether the communal lounge is due to be painted. Currently awaiting confirmation. New carpets have been confirmed for the communal lounge. We are currently awaiting a date for the works to commence.	In Progress

Neighbourhood consultation – gate leading to Melton Road	To consult with residents regarding open access on the pathway leading towards Melton Road	Neighbourhoods Team	September - October 2026	Digi lock keeps getting tampered with, we will be carrying out a consultation asking residents their preferences on keeping or removing the gate.	In progress
Neighbourhoods' improvement project	To change the curtains in the communal lounge	Neighbourhoods Team	October 2026	The current curtains are outdated. Will look at consulting with residents to obtain their feedback on whether they would like these replaced, then subject to the works being approved.	Not yet started
Updates on progress to be shared with residents	Monthly updates to be provided via the Neighbourhoods website and QR code to website	Neighbourhoods Team	Ongoing	Updated on 01.09.2026	In Progress
Grounds maintenance and internal cleaning of communal lounge	Monitor the cleaning and grounds maintenance of Cotton Close. Will facilitate the improvement of cleaning and grounds maintenance standards (where necessary) through	Neighbourhoods Team	Ongoing	This is being monitored on fortnightly visits and quarterly inspections. Hedges have been attended to and have been maintained to a good standard. Weeds need to be removed in some areas.	In Progress

	regular liaison with contractors and PA's Contract Managers including escalation at contractor meetings where necessary.				
Allow easy access for gardeners to complete gardening works to a gold standard	For the grounds maintenance contractors to have access to all gardens, allowing them to carry out the required works without any access issues or restrictions at any time of day.	Legal Team, Neighbourhoods Team	October 2026	I will be writing to all residents to make them aware and give them the opportunity to remove any fencing that restricts access, make any necessary changes to gates, or remove any locks currently in place.	Not yet started