

SITE SURVEY REPORT

Gym Equipment Inspection

Prepared for	Castlegate Leisure Trust
Date	2 Oct 2026
Site	Castlegate Leisure Centre, Shrewsbury
Prepared by	N. Farrell

FORM

Gym Equipment Inspection

1. Record details and scope

Project	Castlegate Leisure Centre, Shrewsbury: monthly gym equipment check (completed example)
Site or premises address	Castlegate Leisure Centre, Abbey Foregate, Shrewsbury
Client or organisation	Castlegate Leisure Trust
Record date	2 Oct 2026
Person completing the record	N. Farrell

This is a condition-check record, not a load-test certificate, electrical safety certificate, medical suitability assessment or guarantee against failure.

HSE guidance explains risk-based inspection and maintenance of work equipment. Use the manufacturer instructions, usage and risk assessment to define competent checks and defect handling for the equipment concerned.

2. Equipment and check scope

Equipment ID, type and location	GYM-014, dual cable crossover station, free weights area, first floor gym
Manufacturer instructions and check schedule	Manufacturer owner's manual, user maintenance section. Monthly check sheet CL-GYM-M rev 5.
Checker and authorised scope	N. Farrell, duty manager. Trained for user-level monthly checks only. No adjustment of cables or pulleys.
Previous defects and service reference	Seat pin replaced 2026-06-11. Last contractor service 2026-07-08, report FS-0708-3.

3. Condition checks

Frame, visible fixings and stability checked	Acceptable
Cables, belts and moving parts visibly checked	Action needed
Action, limitation or reason not applicable	Left cable sheath frayed for about 60 mm where it runs over the top pulley. Steel strands visible. Right cable sound.
Guards and pinch-point protection checked	Acceptable
Seats, pads and adjustment devices checked	Acceptable

Labels, user instructions and approved stop functions checked	Action needed
Action, limitation or reason not applicable	User instruction label on the left column peeling at the corners. Still readable.
Authorised unloaded function check and result	Unloaded pull on both handles before the fault was found: smooth travel. No further use after the fraying was seen.

Defect evidence

4. Handover

Use decision	Out of service
Restrictions, isolation and person informed	Whole station taken out of use: left handle removed and stored at reception, weight pins removed and out of order sign fitted. Gym supervisor R. Jones told at 10:20.
Repair or follow-up job reference	Contractor call-out FS-CO-26-0193

Condition and defect evidence



5. Actions and review

Are further actions required? Yes

Further action 1: Contractor to replace the left cable and check the top pulley. Call-out FS-CO-26-0193.

Action and evidence reference	Contractor to replace the left cable and check the top pulley. Call-out FS-CO-26-0193.
Person responsible	R. Jones, gym supervisor
Target date	9 Oct 2026
Action status	Open

Further action 2: Replace the peeling user instruction label on the left column.

Action and evidence reference	Replace the peeling user instruction label on the left column.
Person responsible	R. Jones, gym supervisor
Target date	16 Oct 2026
Action status	Open
Outstanding limitations and information to pass on	User-level check only. Pulleys and inside of the weight stack covers not opened. GYM-014 stays out of service until the contractor signs off the repair.
Record status	Work or use stopped
Reviewed by	R. Jones, gym supervisor

Review date

2 Oct 2026

Author signature

N. Farrell

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.