

SITE SURVEY REPORT

Hotel Room Inspection

Prepared for	Abbey Gate Hotels Ltd
Date	3 Oct 2026
Site	Abbey Gate Hotel, Bath
Prepared by	F. Mensah

FORM

Hotel Room Inspection

1. Record details and scope

Project	Abbey Gate Hotel, Bath: room 214 inspection
Site or premises address	Abbey Gate Hotel, 3 Orchard Street, Bath BA1
Client or organisation	Abbey Gate Hotels Ltd
Record date	3 Oct 2026
Person completing the record	F. Mensah

This is a room-readiness check, not a hotel star-rating assessment, fire risk assessment, electrical inspection or assurance of water hygiene.

VisitEngland publishes accommodation quality standards, while HSE guidance addresses slip and trip prevention. Use the hotel's own current room standard and report defects through the appropriate maintenance and safety processes.

2. Room and visit

Room number and type	Room 214, superior double
Hotel room standard and revision	Room readiness standard RS-04 rev 6
Inspection stage	Before guest arrival
Housekeeping team or job reference	Housekeeping team B, job HK-1003-214

3. Readiness checks

Bed, linen and soft furnishings checked	Acceptable
Bathroom surfaces and sanitary fittings checked	Action needed
Action, limitation or reason not applicable	Cracked wall tile and grout missing down the corner joint above the bath. No water marks seen yet. Logged for maintenance.
Floors and walking routes clean and clear	Acceptable
Room amenities and guest information complete	Action needed
Action, limitation or reason not applicable	One bathrobe and the guest information folder missing. Replaced by housekeeping during the inspection.

Lighting and accessible controls function within check scope Acceptable

Visible door, window and furniture defects recorded Acceptable

Defect evidence without guests or personal belongings



4. Room release

Room status	Hold for maintenance
Reason and person notified	Open joint above the bath could let shower water behind the tiles. Duty manager R. Iqbal told at 11:40, arriving guest moved to room 218.
Maintenance or cleaning job reference	MNT-26-1003-07
Reinspection reference and release decision maker	Reinspection RI-214-1004 once the grout has cured, release decided by the housekeeping manager

5. Actions and review

Are further actions required? Yes

Further action 1: Restock bathrobes on the floor 2 linen trolley.

Action and evidence reference	Restock bathrobes on the floor 2 linen trolley.
Person responsible	Housekeeping team B
Target date	3 Oct 2026
Action status	Completed
Completion evidence	Two robes added to trolley 2, checked by F. Mensah at 12:15.

Further action 2: Replace the cracked tile and regrout the corner above the bath. MNT-26-1003-07.

Action and evidence reference	Replace the cracked tile and regrout the corner above the bath. MNT-26-1003-07.
Person responsible	D. Pike, maintenance
Target date	4 Oct 2026
Action status	In progress
Outstanding limitations and information to pass on	Room held until the tile repair is reinspected.
Record status	Further work needed
Reviewed by	C. Dunmore, housekeeping manager
Review date	3 Oct 2026
Author signature	

F. Mensah

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