

Community Cycling Hub - Equipment Fault Reporting Form

ONCE COMPLETE THIS FORM IS CLASSIFIED AS CONFIDENTIAL. SMBC collects personal information about you on this form in relation to environmental incidents arising out of or in connection with work. We may share your information with the HSE to ensure we meet our legal requirements.

Equipment Fault Reporting Guide



Please complete all sections in full

Type of Equipment (Bike or Helmet)
1.
2.
3.
4.
5.
Location of Equipment (please tick)
<input type="checkbox"/> Babbs Mill Hub, Pavilions Club, Meriden Drive, Kingshurst, B37 6BX
<input type="checkbox"/> Elmdon Park, Elmdon Park Road, Solihull, B92 9EJ
<input type="checkbox"/> Shirley Park, Stratford Road, Shirley, B90 3AL
<input type="checkbox"/> Tudor Grange Park, Monkspath Hall Road, Solihull, B91 3DN
Brief description of Fault(s): Please forward any photos of fault(s) by e-mail to solihullactive@solihull.gov.uk
1.
2.
3.
4.
5.
Actions Taken: (Please refer to fault reporting guide above)
Reported by:
Name:
Contact details (phone number & email):
Fault report form completed <input type="checkbox"/>
Equipment taped off and clearly marked faulty <input type="checkbox"/>

ALL FAULTS SHOULD BE REPORTED TO SOLIHULL COUNCIL AS SOON AS POSSIBLE AND EQUIPMENT SHOULD BE TAKEN OUT OF USE UNTIL FIXED. PLEASE SEND ALL FORMS AND ATTACHMENTS TO solihullactive@solihull.gov.uk

