

# **IPPS/IPAS**

## **Independent Inspection Report**

*for Self Catering Accommodation*

<b><u>Centre:</u></b>	<b>Davis Lane, Mallow, Co.Cork</b>
<b><u>Inspector:</u></b>	<b>Shane MacLoughlin</b>
<b><u>Date of Inspection:</u></b>	<b>3/3/22</b>

## **Centre Details**

<b>Name and address of Centre</b>	Davis Lane Mallow
<b>Contractor</b>	Millstreet Equestrian Services
<b>Manager</b>	Thomas Duggan
<b>Contact Name</b>	Thomas Duggan
<b>Telephone Number</b>	029 71008
<b>Capacity per MOA (current capacity)</b>	60 (53)
<b>Type of occupancy</b>	Families, single males, single females
<b>Health Board Area</b>	N/A
<b>Community Welfare Officer name</b>	Anne Matthews
<b>Environmental Health Officer name</b>	N/A

## **Inspector Details**

<b>Name of Inspector</b>	Shane Mac Loughlin
<b>Date of Inspection</b>	3/3/22
<b>Time of Arrival and Departure</b>	Arrival: 4:00pm / Depart: 6.00pm

## **Documents to Collect**

<b>Guest Register</b>	Obtained current register
<b>Safety Statement</b>	Viewed
<b>Other</b>	

## **Documents to View**

<b>Fire Register</b>	Reviewed.
<b>House Rules</b>	Reviewed.
<b>Code of Practice</b>	Reviewed.
<b>Child Protection training certs</b>	Reviewed.
<b>Other</b>	

**List of issues noted in previous inspection:**

Issue	Progress to date
n/a	

## Reception

<b>Was a receptionist on duty on arrival?</b>	n/a
<b>Was a manager on duty on arrival?</b>	Yes, Peter Czystczon
<b>List the staff on the premises during the period of the inspection:</b> Centre manager and housekeeping staff member.	
<b>Is 24 hour supervision provided?</b>	Cctv direct to Millstreet Office and managers mobile
<b>List the staff providing this supervision:</b> Thomas Duggan	

<b>Is each resident issued with a key for his/her bedroom?</b>	N/A – as self catering apartments keys to main door of apartment block provided along with own apartment keys
<b>Is each resident issued with a key for his/her apartment?</b>	Yes.
<b>Is each resident issued with a key for main entrance door?</b>	yes.

<b>Is a list of emergency numbers available in the manager's office?</b>	Yes, posted in Manager's office.
<b>Are first aid kits available at the centre? <i>Specify location</i></b>	n/a

<b>What procedures are in place to allow residents to receive visitors?</b>	Visitors allowed into Apartment complex
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<b>Are staff aware of the Code of Practice (governing staff conduct) &amp; how are they made aware?</b>	Millstreet Equestrian services code of practice for persons working in accommodation centres in place, adapted from IPPS/IPAS booklet. All staff have signed acknowledgement declaration.
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*\*A copy of the agency's "Code of Practice for persons working in accommodation centres" can be obtained from IPPS/IPAS*

<b>Does the centre have a safety statement?</b>	Yes. Safety Statement up to date.
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<b>Any further comments on the reception area/facilities:</b>
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# House Rules

<b>How are residents informed and made aware of the House Rules?</b>
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IPPS/IPAS Rules and Procedures booklet provided to each resident upon their initial arrival to the centre.
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<b>Is a copy of the House Rules on display?</b> <i>Specify location</i>
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Yes, posted on two notice boards within the main reception building.
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<b>Did you make sure that IPPS/IPAS House Rules and Procedures are displayed at the centre?</b>
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Yes posted within block facilities.
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<b>Do notices displayed at the centre accurately reflect the information contained in the House Rules?</b>
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Yes
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<b>Comments:</b> i.e. Child protection signage, no smoking signage in place.
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## Fire Safety

<b>Is the Fire Safety Register the one provided by IPPS/IPAS? A copy can be obtained from IPPS/IPAS</b>	IPPS/IPAS fire safety register in place.
<b>Name of the local Fire Officer and fire station</b>	Mallow Fire Station
<b>Is the “Means of Escape” Inspection Schedule up to date? Specify interval inspections are recorded – weekly/daily</b>	Checked daily by housekeeping/ maintenance but recorded weekly in inspection schedule.
<b>Date of last inspection</b>	3/3/22

- If required remind Manager that fire escape inspection should be recorded at least weekly

<b>Is the “Fire Detection &amp; Alarm System” Inspection Schedule up to date? Specify interval inspections are recorded</b>	Yes - ¼ statutory inspection by Allied Fire
<b>Date of last inspection</b>	3/3/22

<b>Is the “Fire Fighting Equipment” Inspection Schedule up to date? Specify interval inspections are recorded</b>	Checked weekly by staff
<b>Date of last inspection</b>	3/3/22 by Management

<b>Date and Time of last Fire Drill</b>	5/12/2020 3.24pm
<b>Number evacuated &amp; time taken</b>	Full evacuation no issues -5mins
<b>Comments/Problems noted (if any):</b>	

- If required remind Manager that fire drills should be held at least twice a year

<b>Where are the Fire Assembly Points located?</b>	Front of Apartment complex
<b>Are they marked?</b>	Yes
<b>Are staff aware of the locations?</b>	Yes
<b>Which staff are trained in fire evacuation procedures and by whom?</b>	All residents and cleaners/maintenance staff
<b>Is evidence of training available for inspection?</b>	Yes training done on 19/12/19 by MFS

<b>Is there a fire alarm system in place?</b>	Yes
<b>Are there smoke alarms throughout the premises, inc bedrooms?</b>	Yes
<b>Are all smoke alarms linked back to a central control panel?</b>	Yes
<b>Are there designated “No Smoking” areas? Include locations</b>	Smoking only permitted outside areas.

**During inspection please pay attention to fire exits, emergency lighting and fire notices:**

<b>Are fire exits clear from obstruction?</b>	Yes
<b>Are they unlocked?</b>	Yes
<b>Comments:</b>	

<b>Are fire exits clearly posted throughout the building?</b>	Yes, posted on all floors.
<b>Are fire evacuation instructions clearly displayed in the centre?</b>	Yes, posted in all rooms.

<b>Are fire extinguishers clearly visible?</b>	Yes
<b>Is there an emergency lighting system in place?</b>	Yes

## **Staff Health and Safety**

<b>Are there specific written procedures, eg for dealing with violent behaviour?*</b>	Yes outlined within Emergency Response Procedure.
<b>Are there general rules for areas such as manual handling?*</b>	Safety n Safety Statement deals with manual handling.
<b>Is there an accident reporting procedure?*</b>	Yes, outlined in Safety Statement.
<b>Is there regular correspondence with staff?*</b>	Yes, staff meetings conducted on a monthly basis.
<b>Are there any training records for staff?*</b>	Child protection training complete by all Mill street Equestrian Services staff
<b>What supervisory structure is in place?</b>	General Manager supervises management of centre.

*\*include details where applicable*

## **Staff Facilities**

### **Staff Facilities:**

<b>Are designated staff facilities provided?</b>	Yes.
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***If no:***

<b>What facilities are in place?</b>	All in Millstreet - manged from Drishane castle
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***If yes:***

<b>Comment on cleanliness and suitability of facilities provided</b>	Drishane Castle very well run.
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## **Communal Rooms / Indoor Facilities**

<b>Are there any communal rooms/facilities provided (details)?</b>	No
<b>Comment on condition of communal rooms (if any)</b>	N/A
<b>Are there any communal facilities provided (give details) – eg games / tv / library etc</b>	No.



## **Outdoor Grounds / Facilities**

- *Conduct a tour of the grounds:*

<b>Does the exterior of the centre require painting?</b>	No.
<b>Are the grounds maintained in good order?</b>	Town centre location.
<b>Are there any facilities available for children outdoors? (give details)</b>	Playground and large public park within 200 m

### **Comments on outdoor grounds/facilities:**

Town Centre location.

## **Laundry Facilities**

<b>Does the centre have a laundry room?</b>	No.
<b>If no, what service is provided?</b>	Each Apartment fitted with own washer/dryer facility.

**If yes:**

	<b>Type (industrial/domestic)</b>	<b>Number</b>
<b>Washing Machines</b>	<b>Each Apartment fitted with own washer/dryer facility.</b>	
<b>Dryers</b>		
<b>Are all machines in working order?</b> yes		

## **Cleaning**

<b>Who cleans the apartments?</b>	Residents.
<b>Who cleans the communal areas/corridors?</b>	House cleaning on going presence in apartment block.
<b>How often are apartments inspected by centre staff?</b>	Minimum Once a month by Management. Maintenance checks and spot checks also completed.
<b>What arrangements are in place if apartments not sufficiently cleaned by residents?</b>	Discussion between Management and residents as to cleaning requirements. If consistent verbal warnings provided, a written warning is given. IPPS/IPAS contacted if still persists.

## **Heating**

<b>What type of heating is used in the centre?</b>	Central gas heating
<b>Has the issue of heating been discussed with residents?</b>	No issue raised.
<b>Is the heating timed? If so, specify the "on" times</b>	No.

## **Corridors/Stairways**

**Please note any cleaning/décor issues relating to corridors/stairs below:**

<b>Location/Area:</b>	<b>Comment:</b>
<b>all</b>	Very clean and well maintained

## **Apartments/Bedrooms**

- All apartments must be inspected, whether occupied or not.
- In each apartment:    Look for the fire evacuation notice  
                                  Is smoke alarm in place & operational  
                                  Check heating – is it working  
                                  Check for dampness in bathroom  
                                  Check decorative order  
                                  Check cleanliness  
                                  Check occupancy against current week's register

### **Apartment Inspection**

<b>No:1</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	4	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No:2</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	6	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 3</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	6	Yes	Yes	Yes	Yes

Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.
Cleanliness	Satisfactory
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.
Other Comments	Timber bench outside is very close to edge of railings

<b>No: 4</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	4	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 5</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	5	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 6</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 7</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 8</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments	Wifi box hanging from wall and shower door broken				

<b>No: 9</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	7	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 10</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 11</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	6	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 12</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	1	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 13</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	2	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					



<b>Summary Sheet</b>
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<b>Name of Centre:</b>	Davis Lane
<b>Address:</b>	Mallow, Co Cork
<b>Proprietor :</b>	Millstreet Equestrian services
<b>Manager:</b>	Peter Czyszczonek
<b>Contact Name:</b>	Thomas Duggan
<b>Capacity Per MOA (Current Occupancy):</b>	60 (53)
<b>Date of Inspection:</b>	3/3/22

Fire issues –

No issues

Apartments

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No issues

Dear David Lardner,

Please find details in response to inspection at Davis Lane Apartments, Mallow, Co. Cork on the 03<sup>rd</sup> March 2022 by Shane MacLoughlin.

The individual items raised in the report were as follows:

Apartment No. 3

- Timber bench outside is Very close to edge of railings – **The bench has been removed for the safety of the children. Residents were asked not to place another in tis location**

Apartment No. 8

- WIFI Box hanging from wall and shower door broken – **The WIFI box was fixed to the wall and the shower door was replaced.**

If any of the above needs clarification please feel free to contact me.

Sincerely,

Thomas Duggan

# **IPPS/IPAS**

## **Independent Inspection Report**

*for Self Catering Accommodation*

<b><u>Centre:</u></b>	<b>Davis Lane, Mallow, Co.Cork</b>
<b><u>Inspector:</u></b>	<b>Shane MacLoughlin</b>
<b><u>Date of Inspection:</u></b>	<b>31/10/22</b>

## **Centre Details**

<b>Name and address of Centre</b>	Davis Lane Mallow
<b>Contractor</b>	Millstreet Equestrian Services
<b>Manager</b>	Thomas Duggan
<b>Contact Name</b>	Thomas Duggan
<b>Telephone Number</b>	029 71008
<b>Capacity per MOA (current capacity)</b>	60 (56)
<b>Type of occupancy</b>	Families, single males, single females
<b>Health Board Area</b>	N/A
<b>Community Welfare Officer name</b>	Anne Matthews
<b>Environmental Health Officer name</b>	N/A

## **Inspector Details**

<b>Name of Inspector</b>	Shane Mac Loughlin
<b>Date of Inspection</b>	31/10/22
<b>Time of Arrival and Departure</b>	Arrival: 4:00pm / Depart: 6.30pm

## **Documents to Collect**

<b>Guest Register</b>	Obtained current register
<b>Safety Statement</b>	Viewed
<b>Other</b>	

## **Documents to View**

<b>Fire Register</b>	Reviewed.
<b>House Rules</b>	Reviewed.
<b>Code of Practice</b>	Reviewed.
<b>Child Protection training certs</b>	Reviewed.
<b>Other</b>	

**List of issues noted in previous inspection:**

Issue	Progress to date
n/a	

## Reception

<b>Was a receptionist on duty on arrival?</b>	n/a
<b>Was a manager on duty on arrival?</b>	Yes, Peter Czyszczon
<b>List the staff on the premises during the period of the inspection:</b> Centre manager and housekeeping staff member.	
<b>Is 24 hour supervision provided?</b>	Cctv direct to Millstreet Office and managers mobile
<b>List the staff providing this supervision:</b> Thomas Duggan	

<b>Is each resident issued with a key for his/her bedroom?</b>	N/A – as self catering apartments keys to main door of apartment block provided along with own apartment keys
<b>Is each resident issued with a key for his/her apartment?</b>	Yes.
<b>Is each resident issued with a key for main entrance door?</b>	yes.

<b>Is a list of emergency numbers available in the manager's office?</b>	Yes, posted in Manager's office.
<b>Are first aid kits available at the centre? <i>Specify location</i></b>	n/a

<b>What procedures are in place to allow residents to receive visitors?</b>	Visitors allowed into Apartment complex
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<b>Are staff aware of the Code of Practice (governing staff conduct) &amp; how are they made aware?</b>	Millstreet Equestrian services code of practice for persons working in accommodation centres in place, adapted from IPPS/IPAS booklet. All staff have signed acknowledgement declaration.
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*\*A copy of the agency's "Code of Practice for persons working in accommodation centres" can be obtained from IPPS/IPAS*

<b>Does the centre have a safety statement?</b>	Yes. Safety Statement up to date.
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<b>Any further comments on the reception area/facilities:</b>
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# House Rules

<b>How are residents informed and made aware of the House Rules?</b>
--

IPPS/IPAS Rules and Procedures booklet provided to each resident upon their initial arrival to the centre.
--

<b>Is a copy of the House Rules on display?</b> <i>Specify location</i>
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Yes, posted on two notice boards within the main reception building.
--

<b>Did you make sure that IPPS/IPAS House Rules and Procedures are displayed at the centre?</b>
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Yes posted within block facilities.
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<b>Do notices displayed at the centre accurately reflect the information contained in the House Rules?</b>
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Yes
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<b>Comments:</b> i.e. Child protection signage, no smoking signage in place.
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## Fire Safety

<b>Is the Fire Safety Register the one provided by IPPS/IPAS? A copy can be obtained from IPPS/IPAS</b>	IPPS/IPAS fire safety register in place.
<b>Name of the local Fire Officer and fire station</b>	Mallow Fire Station
<b>Is the “Means of Escape” Inspection Schedule up to date? Specify interval inspections are recorded – weekly/daily</b>	Checked daily by housekeeping/ maintenance but recorded weekly in inspection schedule.
<b>Date of last inspection</b>	27/10/22

- If required remind Manager that fire escape inspection should be recorded at least weekly

<b>Is the “Fire Detection &amp; Alarm System” Inspection Schedule up to date? Specify interval inspections are recorded</b>	Yes - ¼ statutory inspection by Allied Fire on 3/10/22
<b>Date of last inspection</b>	27/10/22

<b>Is the “Fire Fighting Equipment” Inspection Schedule up to date? Specify interval inspections are recorded</b>	Checked weekly by staff
<b>Date of last inspection</b>	27/10/22 by Management

<b>Date and Time of last Fire Drill</b>	1/6/22 11.37am
<b>Number evacuated &amp; time taken</b>	Full evacuation no issues -5mins
<b>Comments/Problems noted (if any):</b>	

- If required remind Manager that fire drills should be held at least twice a year

<b>Where are the Fire Assembly Points located?</b>	Front of Apartment complex
<b>Are they marked?</b>	Yes
<b>Are staff aware of the locations?</b>	Yes
<b>Which staff are trained in fire evacuation procedures and by whom?</b>	All residents and cleaners/maintenance staff
<b>Is evidence of training available for inspection?</b>	Yes training done on 19/12/19 by MFS

<b>Is there a fire alarm system in place?</b>	Yes
<b>Are there smoke alarms throughout the premises, inc bedrooms?</b>	Yes
<b>Are all smoke alarms linked back to a central control panel?</b>	Yes
<b>Are there designated “No Smoking” areas? Include locations</b>	Smoking only permitted outside areas.



**During inspection please pay attention to fire exits, emergency lighting and fire notices:**

<b>Are fire exits clear from obstruction?</b>	Yes
<b>Are they unlocked?</b>	Yes
<b>Comments:</b>	

<b>Are fire exits clearly posted throughout the building?</b>	Yes, posted on all floors.
<b>Are fire evacuation instructions clearly displayed in the centre?</b>	Yes, posted in all rooms.

<b>Are fire extinguishers clearly visible?</b>	Yes
<b>Is there an emergency lighting system in place?</b>	Yes

## **Staff Health and Safety**

<b>Are there specific written procedures, eg for dealing with violent behaviour?*</b>	Yes outlined within Emergency Response Procedure.
<b>Are there general rules for areas such as manual handling?*</b>	Safety n Safety Statement deals with manual handling.
<b>Is there an accident reporting procedure?*</b>	Yes, outlined in Safety Statement.
<b>Is there regular correspondence with staff?*</b>	Yes, staff meetings conducted on a monthly basis.
<b>Are there any training records for staff?*</b>	Child protection training complete by all Mill street Equestrian Services staff
<b>What supervisory structure is in place?</b>	General Manager supervises management of centre.

*\*include details where applicable*

## **Staff Facilities**

### **Staff Facilities:**

<b>Are designated staff facilities provided?</b>	Yes.
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***If no:***

<b>What facilities are in place?</b>	All in Millstreet - manged from Drishane castle
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***If yes:***

<b>Comment on cleanliness and suitability of facilities provided</b>	Drishane Castle very well run.
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## **Communal Rooms / Indoor Facilities**

<b>Are there any communal rooms/facilities provided (details)?</b>	No
<b>Comment on condition of communal rooms (if any)</b>	N/A
<b>Are there any communal facilities provided (give details) – eg games / tv / library etc</b>	No.

## **Outdoor Grounds / Facilities**

- *Conduct a tour of the grounds:*

<b>Does the exterior of the centre require painting?</b>	No.
<b>Are the grounds maintained in good order?</b>	Town centre location.
<b>Are there any facilities available for children outdoors? (give details)</b>	Playground and large public park within 200 m

### **Comments on outdoor grounds/facilities:**

Town Centre location.

## **Laundry Facilities**

<b>Does the centre have a laundry room?</b>	No.
<b>If no, what service is provided?</b>	Each Apartment fitted with own washer/dryer facility.

**If yes:**

	<b>Type (industrial/domestic)</b>	<b>Number</b>
<b>Washing Machines</b>	<b>Each Apartment fitted with own washer/dryer facility.</b>	
<b>Dryers</b>		
<b>Are all machines in working order?</b> yes		

## **Cleaning**

<b>Who cleans the apartments?</b>	Residents.
<b>Who cleans the communal areas/corridors?</b>	House cleaning on going presence in apartment block.
<b>How often are apartments inspected by centre staff?</b>	Minimum Once a month by Management. Maintenance checks and spot checks also completed.
<b>What arrangements are in place if apartments not sufficiently cleaned by residents?</b>	Discussion between Management and residents as to cleaning requirements. If consistent verbal warnings provided, a written warning is given. IPPS/IPAS contacted if still persists.

## **Heating**

<b>What type of heating is used in the centre?</b>	Central gas heating
<b>Has the issue of heating been discussed with residents?</b>	No issue raised.
<b>Is the heating timed? If so, specify the “on” times</b>	No.

## **Corridors/Stairways**

**Please note any cleaning/décor issues relating to corridors/stairs below:**

<b>Location/Area:</b>	<b>Comment:</b>
<b>all</b>	Very clean and well maintained

## **Apartments/Bedrooms**

- All apartments must be inspected, whether occupied or not.
- In each apartment:    Look for the fire evacuation notice  
                                  Is smoke alarm in place & operational  
                                  Check heating – is it working  
                                  Check for dampness in bathroom  
                                  Check decorative order  
                                  Check cleanliness  
                                  Check occupancy against current week's register

### **Apartment Inspection**

<b>No:1</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	4	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments	Bedroom window cracked – mould in bathroom				

<b>No:2</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	6	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 3</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	6	Yes	Yes	Yes	Yes

Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.
Cleanliness	Satisfactory
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.
Other Comments	Timber bench outside is very close to edge of railings

<b>No: 4</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	5	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 5</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	5	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments	Mould in bathroom				

<b>No: 6</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	32	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					



<b>No: 7</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 8</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments	Wifi box hanging from wall and shower door broken				

<b>No: 9</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
3	7	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 10</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	3	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 11</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
2	7	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 12</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	1	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>No: 13</b>					
Number of bedrooms	Occupancy	En-suite / bathrooms	Fire Notice	Heating	Smoke alarm (working)
1	4	Yes	Yes	Yes	Yes
Décor	Painted walls, carpet floors, living room with lounge, television, tables, chairs & wardrobes in bedrooms.				
Cleanliness	Satisfactory				
Kitchen area	Oven, stove top, washer/dryer, microwave and fridge clean and well maintained.				
Other Comments					

<b>Summary Sheet</b>
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<b>Name of Centre:</b>	Davis Lane
<b>Address:</b>	Mallow, Co Cork
<b>Proprietor :</b>	Millstreet Equestrian services
<b>Manager:</b>	Peter Czyszczonek
<b>Contact Name:</b>	Thomas Duggan
<b>Capacity Per MOA (Current Occupancy):</b>	60 (56)
<b>Date of Inspection:</b>	31/10/22

Fire issues –  
No issues

Apartments  
Apt 1 – bedroom window cracked and mould in bathroom  
Apt 5 – Mould in bathroom

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Dear David Lardner,

Please find details in response to inspection at Davis Lane Apartments, Mallow, Co. Cork on the 31<sup>st</sup> October 2022 by Shane MacLoughlin.

The individual items raised in the report were as follows:

Apartment No. 1

- Bedroom window cracked, mould in the bathroom – **The glass in the window was replaced, the mould in the bathroom was removed and the ceiling was painted.**

Apartment No. 3

- Timber bench outside is Very close to edge of railings – **The bench has been removed for the safety of the children. Residents once again asked not to place the bench there – it was removed completely from the centre.**

Apartment No. 5

- Mould in the bathroom – **The bathroom has been painted and the extractor fan is repaired.**

Apartment No. 8

- WIFI Box hanging from wall and shower door broken – **The WIFI box was fixed to the wall and the shower door was replaced.**

If any of the above needs clarification please feel free to contact me.

Sincerely,

Thomas Duggan