

WINTER CHECKLIST

MODULAR ACCOMMODATION UNITS



A practical pre-winter check for accommodation managers.

SITE	DATE	CHECKED BY

HEATING

- ☐ Run every heater and confirm each room warms properly.
- ☐ Clean filters and vents; check controls and airflow.
- ☐ Follow up unusual noises, smells, faults or weak performance.

DRAUGHTS & INSULATION

- ☐ Check door and window seals, gaps and damaged linings.
- ☐ Note rooms that stay cold while the heater is running.
- ☐ Escalate recurring cold spots or suspected insulation issues.

VENTILATION

- ☐ Test bathroom, laundry and kitchen exhaust fans.
- ☐ Clean grilles and keep permanent vents clear.
- ☐ Confirm moist air is being discharged outside.

CONDENSATION

- ☐ Check windows, corners, wardrobes and behind furniture.
- ☐ Follow up musty smells, staining or recurring mould.
- ☐ Recheck after cold nights or extended wet weather.

WET AREAS & HOT WATER

- ☐ Check showers, seals, grout, floor wastes and drains.
- ☐ Look for leaks around taps, toilets, pipes and vanities.
- ☐ Confirm hot water is reliable during peak use.

FLOORING & ENTRIES

- ☐ Check loose joins, lifting edges, damp areas and trip hazards.
- ☐ Use secure, absorbent entrance mats.
- ☐ Act quickly on slippery or water-damaged flooring.

OUTDOOR ACCESS

- ☐ Inspect paths, steps, ramps, decks and handrails.
- ☐ Clear leaves, mud, algae and slippery build-up.
- ☐ Check drainage, pooling water and exterior lighting.

RESIDENT COMFORT

- ☐ Ask whether units are warm enough overnight.
- ☐ Check reported draughts, damp bathrooms or condensation.
- ☐ Track repeat feedback across multiple units.

A SIMPLE WINTER ROUTINE

BEFORE WINTER

Test, inspect and clear drains.

AFTER THE FIRST COLD SPELL

Recheck moisture, drainage and comfort.

THROUGHOUT WINTER

Respond early and track recurring faults.

Smart accommodation managers don't wait for complaints. They check early, fix small issues and keep residents comfortable - helping attract and retain the people the site depends on.

Practical guide only. Use qualified trades for electrical, plumbing, building or safety issues.