



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230205D01

14th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Version	23501 – 230205D01 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 14th February 2023

Property Description: Property 230205D01 was refurbished in 2018, consists of 3 floors, with 5 rooms and all rooms are ensuite.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
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2 Site Inspection Checklist

Inspection Checklist

Location: 230205D01

Date: February 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in a very good condition.	
2	Overall atmosphere	√	Good	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	

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10	External items for repair	Nil	No issues	
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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	Nil	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	

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23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	Nil	No DAC bedrooms in the property	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues	
28	Number of DAC bathrooms per facility	Nil	No DAC bathrooms in the property	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	No	No issues	



THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	3 washers and 3 dryers on premises. No issues	
38	Any repair issues	No	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside. Smoking not allowed inside. No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
43	Lighting bright and fittings in good repair	√	No issues	

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44	CCTV inplace to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
46	Most recent EHO inspection report available if applicable	√	No inspection to date	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV inplace to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	√	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	x	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 22/12/2022. Emergency lighting serviced on 22/12/2022. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 04/2022 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 31/01/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date	√	No issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage	√	No issues	

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	system inclusive of any storage tanks and pipework			
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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	
67	Evidence of managing issues arising available for review	√	No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	In house service. No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	39	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	39	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Conducted manually. No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	



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17	Vacancies returned within 24 hours at correct times	√	No issues	
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THEME 2 – SUPPORT SERVICES

Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Dining room. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF

Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	√ √	No issues No issues	

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21	Key staff trained in:			
	• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)	√	No issues	
	• Fire Warden, as a minimum a fire warden must be on the premises at all times	√	No issues	
	• Suicide Awareness	√	No issues	
	• Intercultural awareness	√	No issues	
	• Equality & Diversity	√	No issues	
	• Safeguarding Vulnerable Adults	√	No issues	
	• Administering Naloxone/overdose treatment first aid	√	No issues	
• A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty	√	No issues		

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users. No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	
25	Facility has a documented complaints policy and log	√	No issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	N/A	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 31/01/2023	
31	How often are fire drill conducted on site?	√	Monthly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 04/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	Nil	No issues	
2	No. of service user fatalities on site since last inspection	N/A	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid - 19 requirements/guidelines active at the time of inspection.	√	No issues	

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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	39	No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly menus. No issues	
15	Last EHO report available if applicable	√	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

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3 Photos of Premises

Fire Extinguishers



Fire Panel



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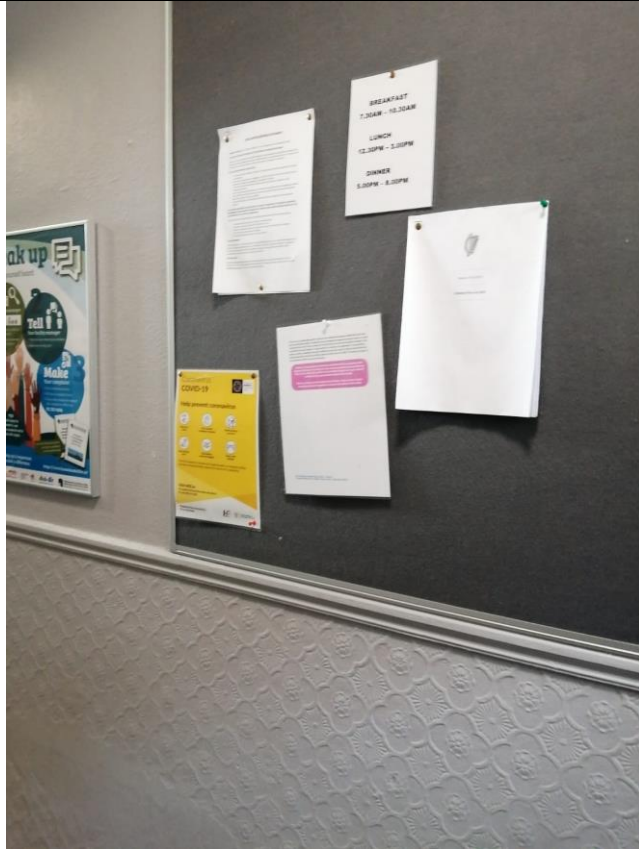
Bedroom



Laundry Facility



Notice Board



Dining Room





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4 Conclusions

4.1.1 Inspectors Comments

Property 230205D01 has a current capacity of 39 service users and is designated as a family hub. Property is in very good condition.

4.1.2 Actions of the Property

There are no further actions for this property



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230215D07

17th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Version	23501 – 230215D07 - Final

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 - 1.3 EOBA’S Approach..... 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 3**
- 3 Photos of Premises 15**
- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

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1.2 Inspection Details

Inspector: C

Date: 17th February 2023

Property Description: Property 230215D07 is a quiet and well run residence for single males.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230215D07

Date: 17th February 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Quiet	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	x	No Issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	X	No CCTV in Office	To be provided
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	None	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	x	One Room without TV...Requested by email	Supply
23	Free Wi-Fi available	X	Only in Office	

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms in property	
26	Any breakages noted generally	x	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	8	All rooms ensuite	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms in property	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	0	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	

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35	Roster or straightforward system for access in place for all residents	✓	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	0	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Commercial Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Inhouse	
52	Most recent EHO inspection report available if applicable	None	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	None	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and	X	All Equipment serviced and up to date. All certs with DCC	DCC to verify if they have the certs

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	periodic inspection certs up to date (Quarterly) and recorded in the Fire Register			
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	X	See Above	
60	Fire drill done in the last Quarter and date	✓	17/02/23 Bi -Monthly Drill	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	x	Not Available for Inspection Kept with DCC	DCC to verify if they have the certs
63	Electrical certificates up to date	x	Not Available for Inspection Kept with DCC	DCC to verify if they have the certs

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	x	Not Available for Inspection Kept with DCC	DCC to verify if they have the certs



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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	18	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	18	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	X	N/A although some staff are trained	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Bookings direct from DCC Room checks is tracking system	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	



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17	Vacancies returned within 24 hours at correct times	✓	No Issues	
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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	See Number 23 Theme 1	Provide
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ ✓	Training in progress for fire Training for some staff	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	Staff pencilled in for MAPA training	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	



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24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
		17/02/23		
31	How often are fire drill conducted on site?	✓	Bi Monthly	



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32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	Atlas Rept System	
5	First aid box on site and fully stocked	✓	No Issues	

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6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid - 19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	Dinner Delivered	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	X	Records in another facility	To be Verified
14	Weekly and monthly menus available and in use	✓	Monthly	
15	Last EHO report available if applicable	None	No report	



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THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Communal Area

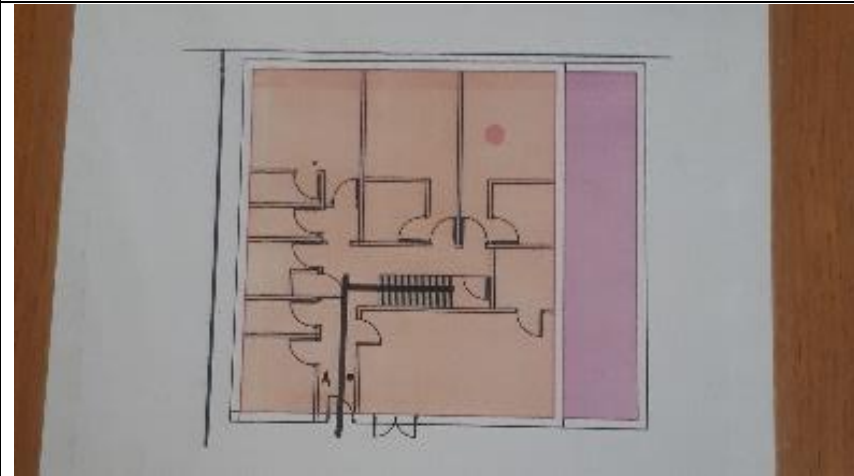


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Notice Board



Emergency Plan



4 Conclusions

4.1.1 Inspector Comments

Property 230215D07 A quiet and well-run residence for single males managed by the facility. Many of the certificates outlined are kept in another facility and/or DCC.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- The Eircode is correct, but does not match the address. Should be rectified in case it causes confusion with an emergency response.
- Many of the certificates outlined are kept in another facility and/or DCC – the certs need to be verified.
- HACCP system in use and up to date however records are kept off site, these need to be provided
- One Room without TV...Requested by email to supply
- Wifi is only available in the office – to look into providing Wifi
- No CCTV in the office – CCTV to be in operation

4.1.3 Actions Concluded

- Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions.
 - The service provider is currently working on providing the GAS cert, this will be provided by the end of quarter 3 2023.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230206D07

10th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Version	23501 – 230206D07 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: C

Date: 07th February 2023

Property Description: Property 230206D07 is divided into two. One section for 45 single males, the other for 35 single females. Access between two compartments is by staff only.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230206D07

Date: 07th February 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good maintained	
2	Overall atmosphere	✓	Good	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	

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10	External items for repair	None	No Issues	
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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	A Mechanical ventilation system in place in all bedrooms with air changes at timed intervals	
16	Any internal repairs required	None	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	2,3 and 4 bedrooms in each section	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in	✓	No Issues	

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	rooms with reasonable choice channels available for the client base being accommodated.			
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	1	No Issues	
26	Any breakages noted generally	x	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	5 showers and 5 toilets shared between 45 males, likewise 5 showers and toilets shared between 35 females.	
28	Number of DAC bathrooms per facility	1	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	



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33	Any breakages	0	No Issues	
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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	✓	Staff complete laundry	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	0	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	2 meals delivered daily	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
43	Lighting bright and fittings in good repair	✓	No Issues	

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44	CCTV inplace to cover the area/area monitored	✓	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
46	Most recent EHO inspection report available if applicable	None	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV inplace to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	None	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	None	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions

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57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	14/12/22 Quarterly Drill	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	x	Not Available for Inspection Kept with DCC	Verify
63	Electrical certificates up to date	x	Not Available for Inspection Kept with DCC	Verify

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	x	Not Available for Inspection Kept with DCC	Verify

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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	Diary	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	N/A	Staff provide all cleaning services	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions

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6	No. of available beds as per agreement with DCC	80	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	80	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	x	N/A	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Occupants tracked electronically	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	



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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	Doctor visits once a week. Nurse visits daily	
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ N/A	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	

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24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	N/A	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
		14/12/22		
31	How often are fire drill conducted on site?	✓	Quarterly	

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32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	

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8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid - 19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	2	No Issues	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	Weekly Menu	
15	Last EHO report available if applicable	None	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	



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18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

23501 PROPERTY 230206D07

3 Photos of Premises

Fire Panel



Fire Extinguishers

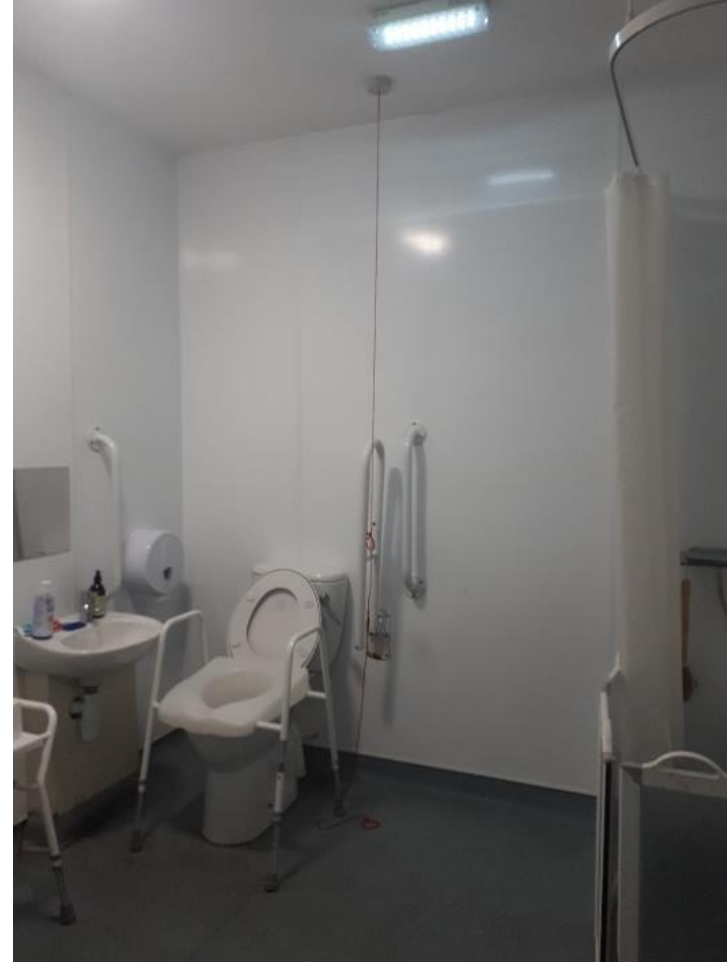


23501 PROPERTY 230206D07

Kitchen Area



DAC BATHroom





4 Conclusions

4.1.1 Inspector Comments

Property 230206D07 building has been divided into two sections. One section for 45 single males, the other for 35 single females. Access between two compartments by staff only. Well run and maintained premises, no issues other than those on report, Re. Certs

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Landlord to provide the certs that were not available during the inspection.

4.1.3 Actions Concluded

- The service provider is currently working on providing the outstanding certs, these will be provided by the end of quarter 3 2023.
 - This property comes under commercial classification so no conformance certs are required for boiler servicing as no legislation currently exists requiring it.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230207D07

17th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	23501 – 230207D07 - Final

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 - 1.1 Overview..... 1**
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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230207D07

1.2 Inspection Details

Inspector: C

Date: 17th February 2023

Property Description: Property 230207D07 is a two storey over basement with an occupancy of 32 single males sharing 8 rooms, 4 in each.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230207D07

Date: 17th February 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Quiet	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	x	No Issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	None	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	8 bedrooms shared by residents, four to a room	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms in property	
26	Any breakages noted generally	x	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	8	No Issues	
28	Number of DAC bathrooms per facility	0	No DAC bathrooms in property	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	Bathrooms showing signs of mould..grouting crumbling	Renovation and refitting of bathrooms scheduled to begin
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	See Number 29	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	No Heat Source	
33	Any breakages	0	No Issues	

23501 PROPERTY 230207D07

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	✓	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	0	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Commercial Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	

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45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	None	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	X	Not Required	
55	Any breakages noted generally	None	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	

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58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	01/02/23 Monthly Drill	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	✓	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	32	No Issues	

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7	No. of available beds today	1	No Issues	
8	No. of service users booked in today	31	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	x	N/A	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	



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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ N/A	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) ✓ • Fire Warden, as a minimum a fire warden must be on the premises at all times ✓ • Suicide Awareness ✓ • Intercultural awareness ✓ • Equality & Diversity ✓ • Safeguarding Vulnerable Adults ✓ • Administering Naloxone/overdose treatment ✓ • first aid ✓ • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty ✓ 		No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	

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25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	X	No Detector in or near boiler house	To be fitted
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	X	No Pictorial Plan Available	Display Same
		01/02/23		
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	x	No Escape Plans on bedroom doors	Supply Same

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33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	

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9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid - 19 requirements/guidelines active at the time of inspection.	✓	No Issues	
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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	One delivery/ dinner	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	Weekly	
15	Last EHO report available if applicable	None	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	



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18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Communal Area

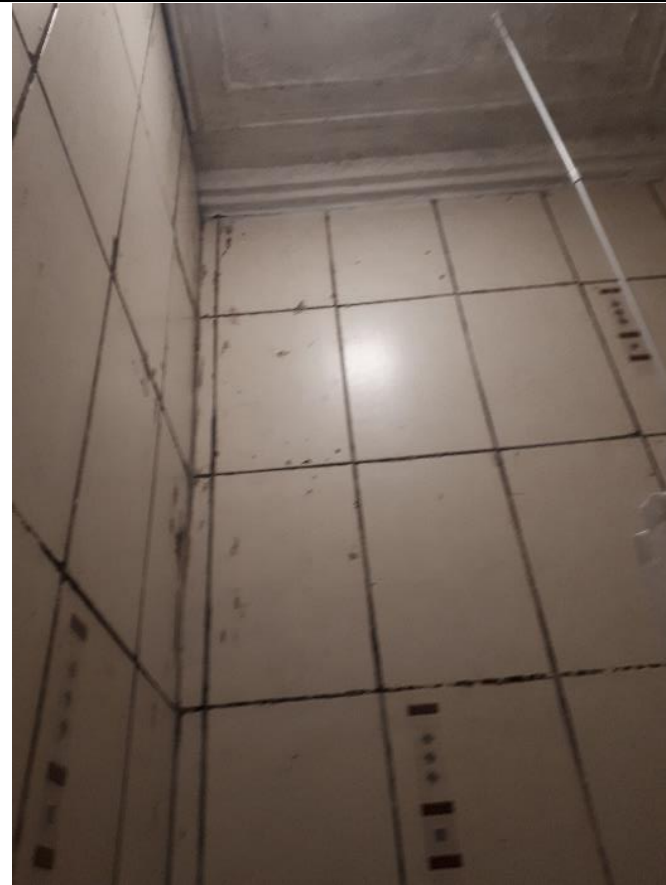


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Notice Board



Mould in Bathroom



4 Conclusions

4.1.1 Inspector Comments

Property 230207D07 is a two storey over basement. Occupancy of 32 single males sharing 8 rooms, 4 in each with 1 bathroom to each room. Bathrooms sampled show evidence of mould and crumbled grouting. Manager informed the inspector that a refitting schedule is in place to renovate all bathrooms.

All relevant documentation and certs are available and up to date.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Evacuation plans required for bedroom doors and main office.
- No Carbon Monoxide Detector in or near boiler house – this needs to be fitted

4.1.3 Actions Concluded

- Carbon Monoxide Detector was fitted on the 07/03/23
 - Engaged with a fire consultant to produce the you are here maps
 - Bathrooms currently under refurbishment, 2 bathrooms completed
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230308D01

14th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	23501 - 230308D01 – Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: B

Date: 14th March 2023

Property Description: Property 230308D01 provides housing tenancy arrangements for single men and women living with Mental health and/or drug addiction issues. Tenants live in apartments independently with support available on site. There are 15 separate apartments comprising of a foyer, kitchen, living area, bathroom and double bedroom.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230308D01

Date: 14th March 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Excellent	
2	Overall atmosphere	✓	Excellent	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Excellent	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	0	All single apartment	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	TVs in apartments Service users arrange their own TV packages	
23	Free Wi-Fi available	N/A	Service users arrange their own wifi packages	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	

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25	Number of DAC bedrooms per facility	15	All apartments are DAC	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All apartments have ensuite bathroom	
28	Number of DAC bathrooms per facility	15	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	N/A	Laundry done in apartments	
35	Roster or straightforward system for access in place for all residents	N/A	No Issues	
36	CCTV in place in the laundry area	N/A	No Issues	
37	Sufficient numbers of washers and dryers available.	N/A	No Issues	
38	Any repair issues	N/A	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	No	No smoking area	
40	CCTV in place to cover the area/area monitored	N/A	No smoking area within the building therefore N/A	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Commercial Kitchen/apartments	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Commercial Kitchen	
43	Lighting bright and fittings in good repair	N/A	No Commercial Kitchen	
44	CCTV in place to cover the area/area monitored	N//A	No Commercial Kitchen	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Commercial Kitchen	
46	Most recent EHO inspection report available if applicable	N/A	No Commercial Kitchen	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	Apartments	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	Apartments	
49	Lighting bright and fittings in good repair	N/A	Apartments	

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50	CCTV in place to cover the area/area monitored	N/A	Apartments	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	Apartments	
52	Most recent EHO inspection report available if applicable	N/A	Apartments	
53	Suitable utensils and cookware available	N/A	Apartments	
54	Dishwasher/s available	N/A	Apartments	
55	Any breakages noted generally	N/A	Apartments	
56	Bin storage facilities - is it safe and appropriate	N/A	Apartments	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	X	All information needs to be inserted in fire reg correctly	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	X	All information needs to be inserted in fire reg correctly. On the inspection date there was work ongoing on fire alarm so box was disconnected	To be forwarded to DCC
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	X	All information needs to be inserted in fire reg correctly	
60	Fire drill done in the last Quarter and date	✓ 15th February	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	

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62	Gas service records ex. RGI Cert	X	To be forwarded to DCC	
63	Electrical certificates up to date	X	To be forwarded to DCC	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	To be forwarded to DCC	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	In process of being formulated	Policies covering antisocial behaviour and visitors is part of the tenancy agreements that Service users are engaged in.
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	There is a cleaning contract in place	

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2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	X	Apartments	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	15	Apartments	
7	No. of available beds today	15	No Issues	
8	No. of service users booked in today	15	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	Tenancy Agreement	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Manual System	

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15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	X	Record to be kept	
17	Vacancies returned within 24 hours at correct times	X	Apartments	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	X	To be displayed	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults		Disconnected at time of inspection	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 15.2.23	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	N/A	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	N/A	No Issues	
11	Drinking water available	N/A	No Issues	

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12	Dietary requirements catered for, allergens on display	N/A	No Issues	
13	HACCP system in use and up to date	N/A	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	N/A	No Issues	

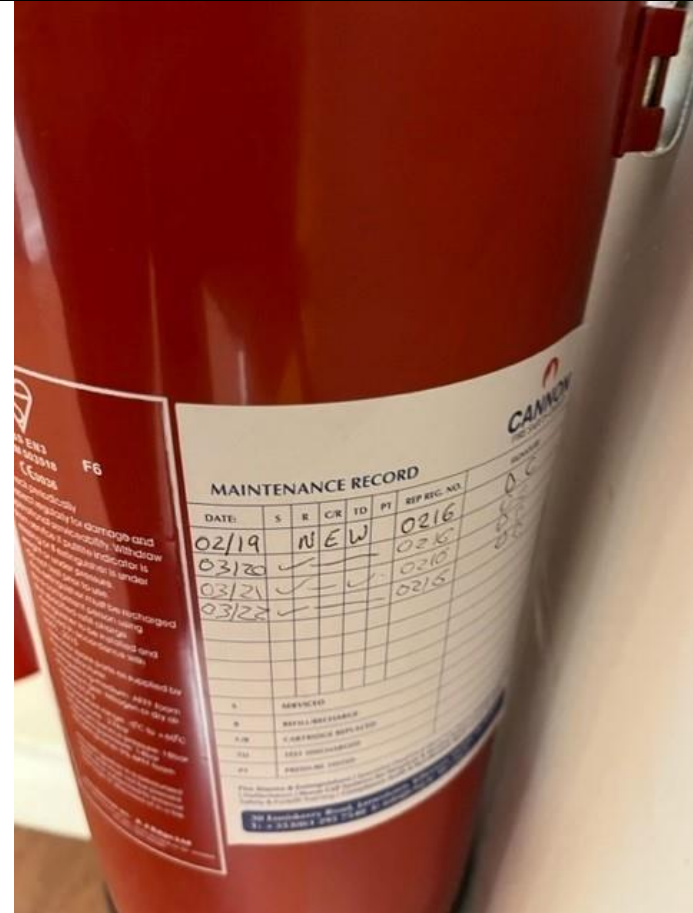
THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	N/A	No Issues	
17	Daily symptoms check in place for residents	N/A	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

3 Photos of Premises

Fire Panel



Fire Extinguishers



Emergency Lighting



Kitchen



4 Conclusions

4.1.1 Inspector Comments

Property 230308D01 separate apartments comprising of a foyer, kitchen, living area, bathroom and double bedroom. Each apartment is furnished and fully equipped with kitchen and laundry appliances. Each tenant is responsible for TV and wifi.

This is a modern, spacious building which is very well maintained by staff with an excellent knowledge of the facility and its service users.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- All information needs to be inserted in fire reg correctly
- On the inspection date there was work ongoing on fire alarm so box was disconnected
- Gas service records ex. RGI Cert not available
- Electrical certificates not available
- Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings not available
- Policy document to be finalised and shared with employees

4.1.3 Actions Concluded

- The service provider can confirm that all information that needs to be inserted in the fire logs as shown by the Inspector is now being done from date of the inspection.
 - Fire Safety Consultants providing an annual maintenance contract for our fire alarm system, emergency lighting and maintenance of fire extinguishers.
 - Gas servicing records provided
 - We had no electrical contractor but through our maintenance contractor we have been in touch with an Electrical contractor who are due out next week to survey the building and provide electrical certs.
 - We have been in touch with an Environmental company who will clean and service water tanks. We have asked them to carry out the required service asap.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230208D02

09th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15 th June 2023
Version	23501 – 230208D08 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 09th February 2023

Property Description: Property 230208D02 was refurbished in 2018, consists of 4 floors with 18 rooms and all rooms are ensuite. There are 18 beds consisting of double beds only, the property is designated for couples. Current capacity of 36 service users.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230208D02

Date: 09th February 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in good condition.	
2	Overall atmosphere	√	Good	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	Nil	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	Nil	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	



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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	Nil	No DAC bedroom in the property	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues	
28	Number of DAC bathrooms per facility	Nil	No DAC bathroom in the property	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	No	No issues	



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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	In house laundry service by staff. No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	1 washer and 1 dryer on premises. No issues	
38	Any repair issues	No	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside Smoking not allowed inside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
43	Lighting bright and fittings in good repair	√	No issues	

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44	CCTV inplace to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
46	Most recent EHO inspection report available if applicable	√	No inspection to date	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV inplace to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	√	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	x	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 15/12/2022 Emergency lighting serviced on 29/12/2022. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 09/2022 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 02/02/2023 No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	X	Certificate was not available on site on day of inspection	Facility Management to follow up on this issue
63	Electrical certificates up to date	X	Certificates were not available on site on day of inspection	Facility Management to follow up on this issue

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date	X	Annual Certificate of disinfection for the buildings water storage	Facility Management to follow up on this issue

	Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework		system was not available on site on day of inspection	
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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	
67	Evidence of managing issues arising available for review	√	No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	18 doubles	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	36	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	



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17	Vacancies returned within 24 hours at correct times	√	No issues	
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THEME 2 – SUPPORT SERVICES

Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Dining room No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF

Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	√	No issues	
		√	No issues	

21	Key staff trained in:			
	• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)	√	No issues	
	• Fire Warden, as a minimum a fire warden must be on the premises at all times	√	No issues	
	• Suicide Awareness	√	No issues	
	• Intercultural awareness	√	No issues	
	• Equality & Diversity	√	No issues	
	• Safeguarding Vulnerable Adults	√	No issues	
• Administering Naloxone/overdose treatment	√	No issues		
• first aid	N/A	No issues		
• A minimum of one staff member is available or are planning to undertake NFQ/ QQI Level 5/6 in social care or equivalent discipline on duty	√	No issues		

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	
25	Facility has a documented complaints policy and log	√	No issues	

26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No gas on site No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 02/02/2023	
31	How often are fire drill conducted on site?	√	Monthly No issues	
32	Are there adequate fire escape route finder plans in the property?	X	In the process of being prepared	Property Management to follow up on this issue
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 09/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	Nil	No issues	
2	No. of service user fatalities on site since last inspection	N/A	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid - 19 requirements/guidelines active at the time of inspection.	√	No issues	

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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	36	No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly menus No issues	
15	Last EHO report available if applicable	√	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

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3 Photos of Premises

Fire Extinguishers



Fire Panel



Emergency Lighting



Laundry Facility

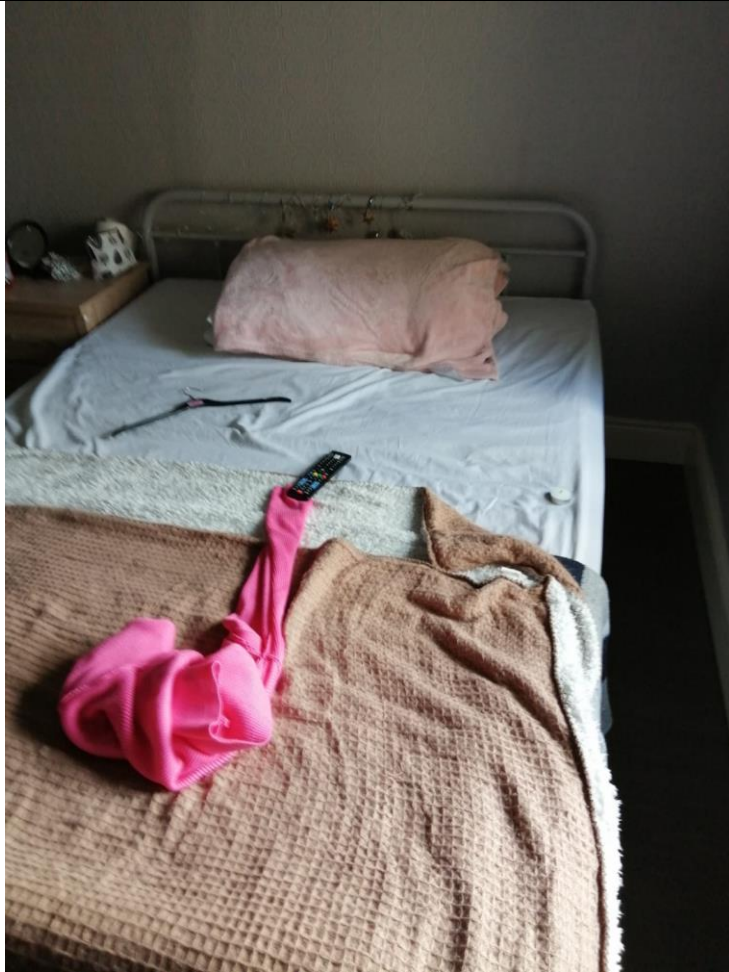




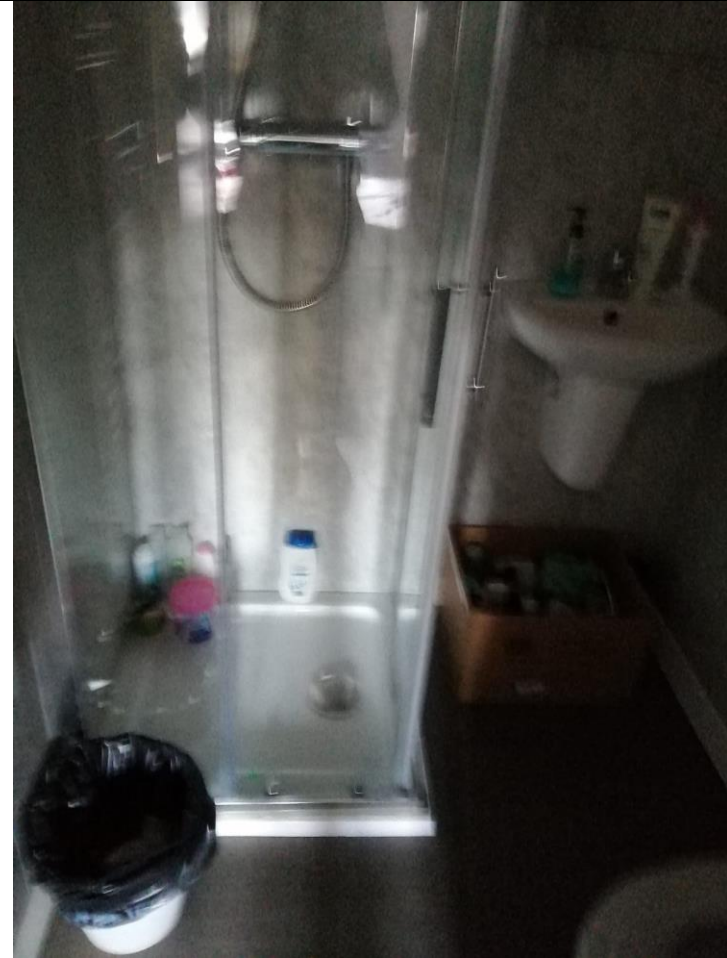
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Bedroom



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230208D02 is in very good condition, current capacity of 36 service users. Property is in very good condition.

4.1.2 Actions of the Property

Below actions need to be undertaken by the management of the property:

- Above certificates need to be provided and kept onsite for further inspections.
- Fire escape route finder plans need to be displayed by management

4.1.3 Actions Concluded

- Certs have been provided, water certs have not been provided as the property is on water mains
 - Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230209D01

20th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15 th June 2023
Reference	23501 – 230209D01 – Final

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- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: B

Date: 20th February 2023

Property Description: Property 230209D01 which houses 60 units for men and women. There are single, double and one triple occupancy rooms which are all ensuite. There is substantial construction and maintenance taking place within the property at the moment. This is taking place to raise standards of fire safety compliance.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230209D01

Date: 20th February 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Very Good	No Issues	
2	Overall atmosphere	Very Good	No Issues	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	Good	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	✓	There is a large amount of construction taking place in this facility however it is being carried out in sections which limits the impact on service users.	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	Single and double occupancy with one triple occupancy room	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	5	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	X	There are 4 rooms that require mattresses to be upgraded to the correct standard.	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	

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23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms in the property	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All bedrooms are ensuite	
28	Number of DAC bathrooms per facility	0	No DAC bathrooms in the property	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	No heat source	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	There is a supervised laundry available to service users.	

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35	Roster or straightforward system for access in place for all residents	X	No Issues	
36	CCTV in place in the laundry area	X	No CCTV	
37	Sufficient numbers of washers and dryers available.	X	No, 1 washer and dryer for 60 people is not sufficient	
38	Any repair issues	X	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

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THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	This is an area where dry goods are shared for breakfast	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	No Issues	
53	Suitable utensils and cookware available	N/A	All disposables	
54	Dishwasher/s available	N/A	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	This can only be accessed after 3.30pm.	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection	✓	No Issues	

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	certs up to date (Annually) and recorded in the Fire Register			
60	Fire drill done in the last Quarter and date	07/02/23 Monthly	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	X	To be forwarded to DCC	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 – MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Service provider responsible for own maintenance. Large display board used for rolling of small maintenance issues.	

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THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	The service is neighbouring a primary school and some bedrooms are overlooking outside play areas. There is a hotel to the other side of the facility.	There is a good relationship with both neighbours.

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Service Provider supplies.	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	79	Usually, 90. Unavailability of 11 due to construction	
7	No. of available beds today	79	No Issues	
8	No. of service users booked in today	79	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	11 Yes	No Issues	

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10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Electronic and manual	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times	✓	No Issues	

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	for all support services clearly displayed			
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	
21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	No Issues	



THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No name tags	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues 07/02/23	
31	How often are fire drill conducted on site?	Monthly	No Issues	

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32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	18	No Issues	
2	No. of service user fatalities on site since last inspection	01	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	If required	

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9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	
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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issues	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	N/A	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	N/A	No Issues	
17	Daily symptoms check in place for residents	N/A	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	



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19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	
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23501 PROPERTY 230209D01

3 Photos of Premises

Fire Extinguisher



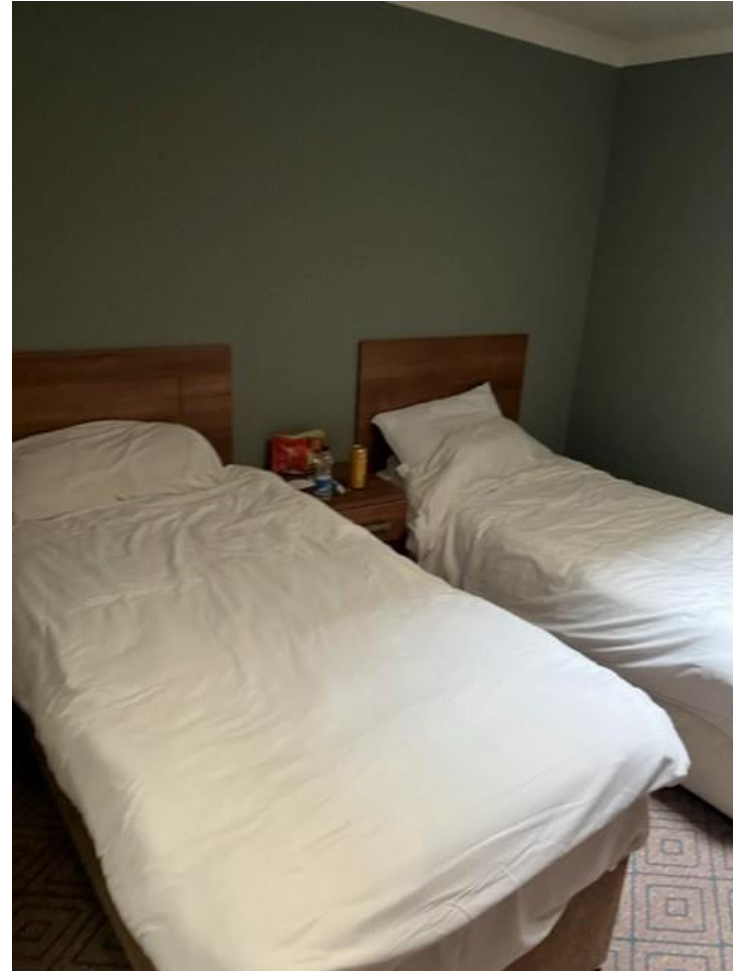
Fire Alarm



Laundry Facilities



Bedroom



Fire Escape on door



Shower



4 Conclusions

4.1.1 Inspector Comments

Property 230209D01 This an old building and many of the windows to the front of the building are not insulated in any way. There are 3 meals provided for service users onsite. A continental breakfast is available with lunch and dinner being transported to the facility already prepared and cooked. Service users have a facility to reheat meals. There are no communal rooms.

This property appears to be well and efficiently run with knowledgeable staff on duty that track operations electronically.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- There are 4 rooms that require mattresses to be upgraded to the correct standard.
- The number of washing machines, dryers is not sufficient with the capacity of the property.
- Electrical certificates were not available on the day of the site inspection.
- Many of the windows to the front of the building are not insulated in any way.

4.1.3 Actions Concluded

- Mattresses have been upgraded to the correct standard
 - Additional washer and dryer have been installed
 - The service provider is looking into providing heating for the bathrooms, this will take some time but will be completed
 - As the property is a listed building, the windows cannot be touched
 - Electrical certs will be provided once the refurbishment has been completed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230309D01

13th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	230309D01 – Final

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 - 1.1 Overview..... 1**
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 - 1.4 EOBA’s Methodology 2**
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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: C

Date: 13th March 2023

Property Description: Property 230309D01 is a small four bed facility for single mothers and babies. There are 8 occupancies, 4 mothers and 4 babies. This is a friendly residency with a homely welcoming atmosphere managed very efficiently by staff.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230309D01

Date: 13th March 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good, well maintained	
2	Overall atmosphere	✓	No Issues	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Room getting repainted, ready for 17/03/23	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	



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26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No Issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	N/A	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	X	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	Domestic Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Inhouse by residents and staff	
52	Most recent EHO inspection report available if applicable	X	No report to date	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	X	Not Required	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	x	Emergency lighting cert not available	Verify
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	09/03/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	N/A	No Issues	
62	Gas service records ex. RGI Cert	X	Not Available for Inspection	Verify



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63	Electrical certificates up to date	X	Not Available for Inspection	Verify
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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	Not Available for Inspection	Verify

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	

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3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	4	No Issues	
7	No. of available beds today	1	No Issues	
8	No. of service users booked in today	3	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	1	Painting been redone	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	
15	Complaints and feedback system in place	✓	No Issues	



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16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ N/A ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	X 09/03/23	No Plans or route finders	Address same
31	How often are fire drill conducted on site?	✓	See Comments	
32	Are there adequate fire escape route finder plans in the property?	X	See 30	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	N/A	No Issues	
7	Defibrillator on site	X	No Defibrillator	Provide
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	Residents cook own meals	
11	Drinking water available	✓	No Issues	



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12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	N/A	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	None	No report	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Fire Extinguishers /Emergency Lighting

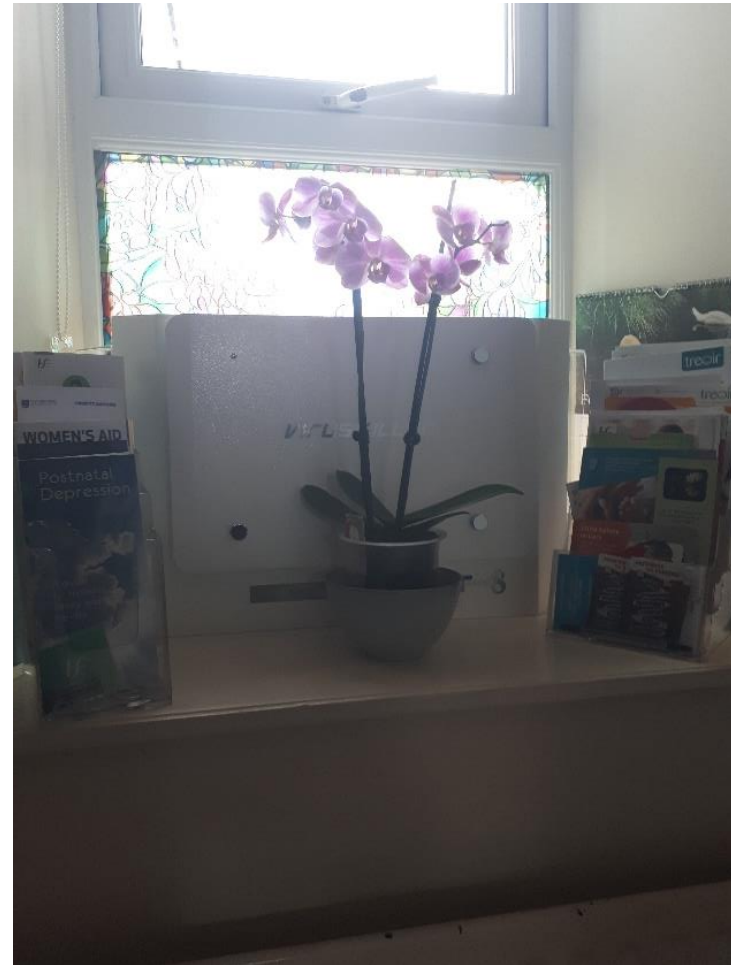


23501 PROPERTY 230309D01

Communal Area



Information Leaflets



4 Conclusions

4.1.1 Inspector Comments

Property 230309D01 buildings is to a high standard and maintained very well. Fire drills are run when new resident arrives, I advised that a more formal and documented structure should be put in place performing the drills on a regular basis be it monthly or quarterly.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Regular Fire Drills to be completed and recorded
- Emergency Evacuation plans to be installed.
- Certs for gas, electrical and water to be verified
- No Defibrillator onsite
- Emergency lighting cert not available

4.1.3 Actions Concluded

- The service provider is currently working on providing the outstanding electrical cert, this will be provided by the end of quarter 3 2023.
 - Regular Fire Drills have now been completed and recorded
 - The service provider is aware a defibrillator is required and is working towards rectifying this.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230210D02

09th February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	23501 – 230210D02 – Final

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- 2 Site Inspection Checklist 3**
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- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: B

Date: 09th February 2023

Property Description: Property 230210D02 caters for male service users. There are 40 units comprising of 1 single and a mixture of double and triple rooms which are all ensuite.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230210D02

Date: 09th February 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Good	No Issues	
2	Overall atmosphere	Good	No Issues	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Good	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	x	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	✓	Some small cosmetics repairs required.	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	40 Units, 1 Single with all others double or triple occupancy	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	0	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	X	Not all mattresses are the correct type. 50% of units require and upgrade to hospital type.	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	



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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No Issues	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All 40 units are ensuite	
28	Number of DAC bathrooms per facility	0	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	1 Industrial washer and Drier on site	
35	Roster or straightforward system for access in place for all residents	✓	Service users access from reception	

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36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	This appears to be adequate with additional of linen and towel laundry service available	
38	Any repair issues	x	No Issues	

THEME 1 – SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 – COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
43	Lighting bright and fittings in good repair	✓	No Issues	
44	CCTV in place to cover the area/area monitored	✓	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

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THEME 1 – DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
49	Lighting bright and fittings in good repair	N/A	No Issues	
50	CCTV in place to cover the area/area monitored	N/A	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	No Issues	
53	Suitable utensils and cookware available	N/A	No Issues	
54	Dishwasher/s available	N/A	No Issues	
55	Any breakages noted generally	N/A	No Issues	
56	Bin storage facilities – is it safe and appropriate	N/A	No Issues	

THEME 1 – FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection	✓	No Issues	

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	certs up to date (Annually) and recorded in the Fire Register			
60	Fire drill done in the last Quarter and date	24.01.23	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	X	To be forwarded to DCC	
63	Electrical certificates up to date	✓	No Issues	

THEME 1 – WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 – MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 – GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	

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67	Evidence of managing issues arising available for review	✓	No Issues	
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THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	This is done internally by the service provider	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	70	No Issues	
7	No. of available beds today	70	No Issues	
8	No. of service users booked in today	70	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	No Issues	

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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	
21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ X	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	Staff wear lanyards but not name tags	

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23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	

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34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	3	Aggressive behaviour and altercations	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	Food is prepared and cooked at another location that is operated by the service provider.	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	N/A	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Extinguishers



Fire Panel



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Defibrillator



Kitchen



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Laundry Facilities



Communal Area





4 Conclusions

4.1.1 Inspector Comments

Property 230210D02 There is 1 kitchen operating in this property where 3 meals are provided to service users. All hot meals are prepared and cooked off site. The kitchen is available to service users on request and under supervision.

This facility appears to be well run with ongoing maintenance to keep standards for service users high.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Gas certificate was not available on the day of the inspection, these need to be forwarded to DCC.
- 50% of the mattresses need to be upgraded.

4.1.3 Actions Concluded

- Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions.
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Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230211D02

21st February 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	23501 – 230211D02 – Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
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1.2 Inspection Details

Inspector: B

Date: 21st February 2023

Property Description: Property 230211D02 caters for female service users. There are 38 units ranging from single occupancy to a 6-person room. All rooms have an ensuite facility.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230211D02

Date: 21st February 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	This is an old building which does require some cosmetic maintenance. Some of the windows are quite old and possibly need replacement.	
2	Overall atmosphere	✓	Ok	
3	Thermostatically controlled heating	✓	No issue	
4	CCTV in common areas	✓	No issue	
5	Pest control policy in place	✓	No issue	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	Good	This hostel is located on an extremely busy street.	
7	Streetscape clean and free from rubbish	✓	No issue	
8	Regular outside checks	✓	No issue	
9	External CCTV in place	✓	No issue	

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10	External items for repair	x	No issue	
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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	Some of the stairwells are narrow and old: these are for staff use only.	
12	Condition of floor and wall finishes	✓	There are locations that require some maintenance work.	
13	Internal CCTV available	✓	No issue	
14	Appropriate lighting and fixtures	✓	No issue	
15	Passive ventilation in bedrooms	✓	No issue	
16	Any internal repairs required	✓	There are locations that require some maintenance work.	
17	All egress exits free from obstacles	✓	No issue	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	35 units ranging in occupancy from 1 to 6	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No issue	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No issue	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	X	The rotation of mattress is commencing in the next week to ensure that the correct type are being used.	

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22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No issue	
23	Free Wi-Fi available	✓	No issue	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No issue	
25	Number of DAC bedrooms per facility	0	No issue	
26	Any breakages noted generally	✓	There are locations that require some maintenance work. Mainly cosmetic	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All 35 units are ensuite	
28	Number of DAC bathrooms per facility	0	No issue	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	There are locations that require some maintenance work. Mainly cosmetic	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No issue	
31	Openable window and/or mechanical ventilation in place	✓	No issue	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	No heat source	
33	Any breakages	X	No issue	

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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	There are 2 washers and 2 dryers with one dryer out of order at the moment.	
35	Roster or straightforward system for access in place for all residents	✓	Supervised use of laundry .	
36	CCTV in place in the laundry area	X	CCTV outside Laundry room	
37	Sufficient numbers of washers and dryers available.	✓	No issue	
38	Any repair issues	✓	One dryer for repair	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	There is a smoking room within the building	
40	CCTV in place to cover the area/area monitored	✓	No issue	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No issue	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No issue	
43	Lighting bright and fittings in good repair	✓	No issue	
44	CCTV in place to cover the area/area monitored	✓	No issue	

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45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No issue	
46	Most recent EHO inspection report available if applicable	N/A	No issue	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	No issue	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	No issue	
49	Lighting bright and fittings in good repair	N/A	No issue	
50	CCTV in place to cover the area/area monitored	N/A	No issue	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No issue	
52	Most recent EHO inspection report available if applicable	N/A	No issue	
53	Suitable utensils and cookware available	N/A	No issue	
54	Dishwasher/s available	N/A	No issue	
55	Any breakages noted generally	N/A	No issue	
56	Bin storage facilities - is it safe and appropriate	✓	In the adjacent building with an arrangement for emptying with a local hotel.	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	A new Fire Log is being started. Currently using own system of recording.	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	A new Fire Log is being started. Currently using own system of recording.	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No issue	
60	Fire drill done in the last Quarter and date	06/02/23	No issue	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No issue	
62	Gas service records ex. RGI Cert	N/A	No issue	
63	Electrical certificates up to date	02/07/19	No issue	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓ 9/2/23	No issue	

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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	More detail is required as to how maintenance issues are resolved	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No issue	
67	Evidence of managing issues arising available for review	✓		

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Service Provider	
2	Names of all staff on site, and their roles.	✓	No issue	
3	Cleaning products available to service users	✓	No issue	
4	Laundry facility available to service users	✓	No issue	
5	Sanitising schedule in place and records available	✓	No issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	84	No issue	

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7	No. of available beds today	84	No issue	
8	No. of service users booked in today	79	On the previous evening 20.2.23	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issue	
10	No. of no shows/vacancies today	1	No issue	
11	No. of official complaints received on file and verified with DRHE	0	No issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No issue	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No issue	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Manually	
15	Complaints and feedback system in place	✓	No issue	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No issue	
17	Vacancies returned within 24 hours at correct times	✓	No issue	



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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No issue	
19	Information on available times for all support services clearly displayed	No	To be displayed	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓	No issue	

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21	Key staff trained in:		No issue	
	Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)	✓		
	Fire Warden, as a minimum a fire warden must be on the premises at all times	✓		
	Suicide Awareness			
	Intercultural awareness	✓		
	Equality & Diversity	✓		
	Safeguarding Vulnerable Adults	✓		
	Administering Naloxone/overdose treatment	✓		
	first aid			
	A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty	✓		

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Name tags	
23	Staff well presented, informed and helpful	✓	No issue	
24	Staff interaction with residents professional and friendly	✓	No issue	
25	Facility has a documented complaints policy and log	✓	No issue	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No issue	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No issue	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No issue	
29	Sufficient levels of trained staff on site as required	✓	No issue	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 6/2/23	No issue	
31	How often are fire drill conducted on site?	Monthly	No issue	
32	Are there adequate fire escape route finder plans in the property?	✓	No issue	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No issue	
34	Are all fire extinguishers present and serviced up to date?	✓	No issue	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No issue	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No issue	
2	No. of service user fatalities on site since last inspection	0	No issue	
3	No. of incidents of domestic violence on site since last inspection	0	No issue	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No issue	
5	First aid box on site and fully stocked	✓	No issue	
6	Naloxone on site and record of any administration of this intervention	✓	No issue	
7	Defibrillator on site	✓	No issue	
8	PPE in use by all staff	✓	If required	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No issue	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No issue	

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11	Drinking water available	✓	No issue	
12	Dietary requirements catered for, allergens on display	✓	No issue	
13	HACCP system in use and up to date	✓	No issue	
14	Weekly and monthly menus available and in use	✓	No issue	
15	Last EHO report available if applicable	N/A	No issue	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	N/A	No issue	
17	Daily symptoms check in place for residents	N/A	No issue	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No issue	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No issue	

3 Photos of Premises

Fire Extinguisher



Fire Alarm Panel



23501 PROPERTY 230211D02

Laundry Facilities



Bedroom



23501 PROPERTY 230211D02

Wall Finishings



Kitchen





4 Conclusions

4.1.1 Inspector Comments

Property 230211D02 has 1 kitchen operating where 3 meals are provided to service users. All hot meals are prepared and cooked off site. The building is quite old and while bedrooms and corridors have been updated there remains a requirement for vigorous and detailed maintenance.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- This is an old building which does require some cosmetic maintenance.
- Some of the windows are quite old and possibly need replacement.
- One dryer for repair
- No heat source in bathrooms
- No CCTV in place in the laundry area
- Information on available times for all support services to be displayed
- Mattresses to be replaced to the washable and breathable type

4.1.3 Actions Concluded

- Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230310D01

20th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	230310D01 – Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230310D01

1.2 Inspection Details

Inspector: C

Date: 20th March 2023

Property Description: Property 230310D01 is a quiet and well-run residency, occupancy of the property is 30 people. The property is mixed with males and females.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230310D01

Date: 20th March 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Quiet	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	X	Television not provided in bedrooms.	
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	



23501 PROPERTY 230310D01

26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No Issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	None	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	N/A	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	X	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	Domestic Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Inhouse by residents and staff	
52	Most recent EHO inspection report available if applicable	X	No report	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	16/03/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	

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63	Electrical certificates up to date	X	Latest cert Not Available for Inspection	Verify
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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	

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3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	30	No Issues	
7	No. of available beds today	3	No Issues	
8	No. of service users booked in today	27	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	3	No Issues	
11	No. of official complaints received on file and verified with DRHE	✓	All complaints filed and forwarded to DCC on PASS	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	N/A	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	

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15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	Induction of all staff, supplied with booklets on policies.	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ N/A	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ N/A ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	✓	Quarterly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	Residents cook own meals	
11	Drinking water available	✓	No Issues	



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12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	N/A	Daily fridge temperatures taken and logged	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	None	No report	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

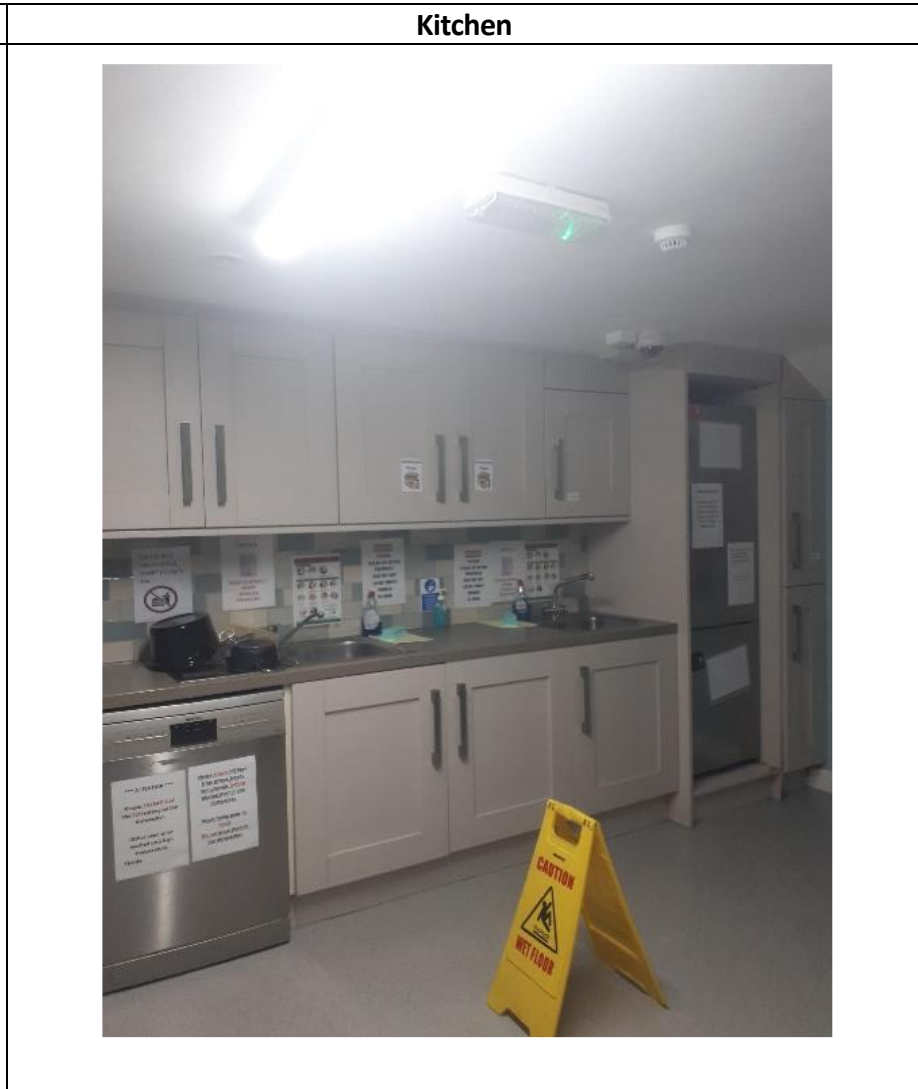
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3 Photos of Premises

Fire Panel



Kitchen

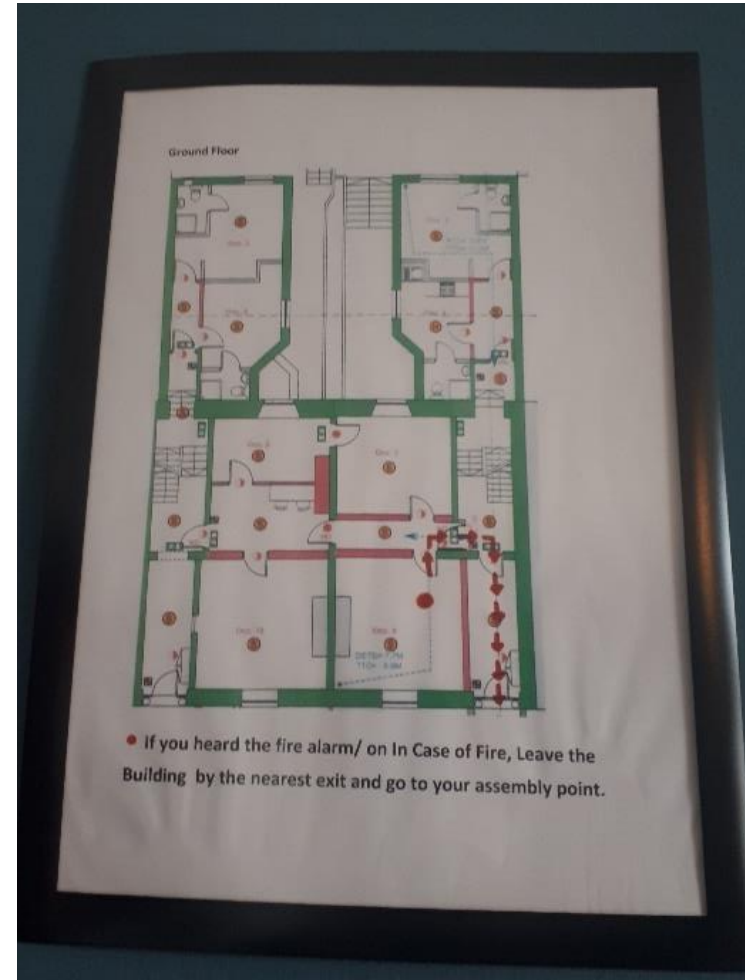


23501 PROPERTY 230310D01

Communal Area



Evacuation Routes





23501 PROPERTY 230310D01

4 Conclusions

4.1.1 Inspector Comments

Property 230310D01 is a quiet and well run residency , well maintained with documents up to date and available for inspection.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Latest Electrical Cert not available for inspection

4.1.3 Actions Concluded

- Electrical cert has been provided.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230301D06

30th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15 th June 2023
Reference	23501 – 230301D06 - Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 30th March 2023

Property Description: Property 230301D06 was refurbished in 2017. Property consists of 3 floors, there are 9 rooms, and 7 rooms are ensuite. Current capacity of 24 service users.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230301D06

Date: 30th March 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	X	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	X	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	X	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	



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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	Not automatic but restrictors in place. No issues	
25	Number of DAC bedrooms per facility	0	None	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	X	No issues	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	X	No issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	Not on site but laundry nearby	
35	Roster or straightforward system for access in place for all residents	N/A	No issues	
36	CCTV in place in the laundry area	N/A	No issues	

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37	Sufficient numbers of washers and dryers available.	N/A	No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No issues	
43	Lighting bright and fittings in good repair	N/A	No issues	
44	CCTV in place to cover the area/area monitored	N/A	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No issues	
46	Most recent EHO inspection report available if applicable	N/A	No issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	

48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV in place to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	X	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	Sinks in use. No issues	
55	Any breakages noted generally	X	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 06/03/2023. Emergency lighting serviced on 06/03/2023. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 03/2023. No issues	

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60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 17/03/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date	X	Electrical Certificates were not available on site on day of inspection and informed that this is scheduled for 05 Apr 2023	Facility Management to follow up on this issue

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√	Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection	

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY

Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	

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67	Evidence of managing issues arising available for review	√	No issues	
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THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	Laundry nearby used by service users	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	24	No issues	
7	No. of available beds today	X	No issues	
8	No. of service users booked in today	24	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	X	No issues	
10	No. of no shows/vacancies today	X	No issues	
11	No. of official complaints received on file and verified with DRHE	X	No issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Tracked manually. No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Common room. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in:			

	<ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	<p>√ N/A</p>	No issues	
21	<p>Key staff trained in:</p> <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	<p>√ √ √ √ √ √</p>	<p>No issues No issues No issues No issues N/A No issues No issues</p>	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users. No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	

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25	Facility has a documented complaints policy and log	√	No issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	1	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 17/03/2023	
31	How often are fire drill conducted on site?	√	Monthly No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 03/2023	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	Nil	No issues	
2	No. of service user fatalities on site since last inspection	N/A	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	N/A	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	2 X 24	No issues	
11	Drinking water available	√	No issues	



23501 –230301D06

12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Daily selection available. No issues	
15	Last EHO report available if applicable	X	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

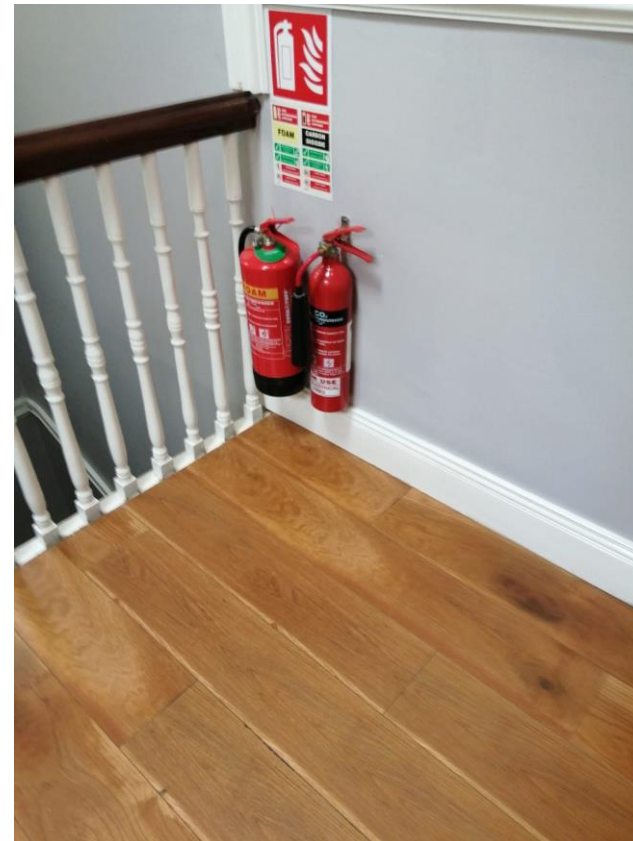
23501 -230301D06

3 Photos of Premises

Fire Panel



Fire Extinguishers



23501 -230301D06

Emergency Lighting



Bedroom



Emergency Evacuation Plan



Kitchen





23501-230301D06

4 Conclusions

4.1.1 Inspectors Comments

Property 230301D06 has a current occupancy of 24 service users and is designated for males only. Property is in a good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Electrical Certificates were not available on site on day of inspection and informed that this is scheduled for 05 Apr 2023.

4.1.3 Actions Concluded

- The service provider is currently working on providing the outstanding electrical cert, these will be provided by the end of quarter 3 2023.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230311D01

14th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	230311D01 – Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230311D01

1.2 Inspection Details

Inspector: B

Date: 14th March 2023

Property Description: Property 230311D01 provides accommodation for 45 service users; males, females and couples. There are 38 rooms seven of which are double occupancy.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

23501 PROPERTY 230311D01

2 Site Inspection Checklist

Inspection Checklist

Property: 230311D01

Date: 14th March 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Very Good	
2	Overall atmosphere	✓	Excellent	
3	Thermostatically controlled heating	✓	No Issue	
4	CCTV in common areas	✓	No Issue	
5	Pest control policy in place	✓	No Issue	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Very Good	
7	Streetscape clean and free from rubbish	✓	No Issue	
8	Regular outside checks	✓	No Issue	
9	External CCTV in place	✓	No Issue	
10	External items for repair	X	No Issue	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issue	
12	Condition of floor and wall finishes	✓	No Issue	
13	Internal CCTV available	✓	No Issue	
14	Appropriate lighting and fixtures	✓	No Issue	
15	Passive ventilation in bedrooms	✓	No Issue	
16	Any internal repairs required	X	No Issue	
17	All egress exits free from obstacles	✓	No Issue	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issue	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	X	No Issue	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issue	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issue	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issue	
23	Free Wi-Fi available	✓	No Issue	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issue	
25	Number of DAC bedrooms per facility	0	None	



23501 PROPERTY 230311D01

26	Any breakages noted generally	X	No Issue	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	8	2 Rooms are ensuite and there are 8 bathrooms shared	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issue	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issue	
31	Openable window and/or mechanical ventilation in place	✓	No Issue	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issue	
33	Any breakages	X	No Issue	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	2 Washers and 2 dryers Service Provider carries out the laundry according to a roster	
35	Roster or straightforward system for access in place for all residents	✓	No Issue	
36	CCTV in place in the laundry area	X	No CCTV	
37	Sufficient numbers of washers and dryers available.	✓	No Issue	
38	Any repair issues	X	No Issue	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issue	
40	CCTV in place to cover the area/area monitored	✓	No Issue	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No Issue	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issue	
43	Lighting bright and fittings in good repair	✓	No Issue	
44	CCTV in place to cover the area/area monitored	✓	No Issue	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issue	
46	Most recent EHO inspection report available if applicable	N/A	No Issue	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	No Issue	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issue	
49	Lighting bright and fittings in good repair	N/A	No Issue	

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50	CCTV in place to cover the area/area monitored	N/A	No Issue	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issue	
52	Most recent EHO inspection report available if applicable	N/A	No Issue	
53	Suitable utensils and cookware available	N/A	No Issue	
54	Dishwasher/s available	N/A	No Issue	
55	Any breakages noted generally	N/A	No Issue	
56	Bin storage facilities - is it safe and appropriate	N/A	No Issue	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issue	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	Advised all these documents are with DCC	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issue	
60	Fire drill done in the last Quarter and date	✓ 11.03.23	No Issue	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issue	
62	Gas service records ex. RGI Cert	X	Advised all these documents are with DCC	

23501 PROPERTY 230311D01

63	Electrical certificates up to date	X	Advised all these documents are with DCC	
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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	Advised all these documents are with DCC	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Maintenance carried out by Facility and DCC	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issue	
67	Evidence of managing issues arising available for review	✓	No Issue	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	No Issue	
2	Names of all staff on site, and their roles.	✓	No Issue	

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3	Cleaning products available to service users	✓	No Issue	
4	Laundry facility available to service users	✓	No Issue	
5	Sanitising schedule in place and records available	✓	No Issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	45	No Issue	
7	No. of available beds today	45	No Issue	
8	No. of service users booked in today	45	No Issue	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issue	
10	No. of no shows/vacancies today	0	No Issue	
11	No. of official complaints received on file and verified with DRHE	0	No Issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issue	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issue	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	This is done manually	
15	Complaints and feedback system in place	✓	No Issue	



23501 PROPERTY 230311D01

16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issue	
17	Vacancies returned within 24 hours at correct times	✓	No Issue	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issue	
19	Information on available times for all support services clearly displayed	✓	No Issue	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ ✓	No Issue	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓	No Issue	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issue	
23	Staff well presented, informed and helpful	✓	No Issue	
24	Staff interaction with residents professional and friendly	✓	No Issue	
25	Facility has a documented complaints policy and log	✓	No Issue	

23501 PROPERTY 230311D01

26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issue	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issue	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issue	
29	Sufficient levels of trained staff on site as required	✓	No Issue	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issue	
31	How often are fire drill conducted on site?	11.03.23	No Issue	
32	Are there adequate fire escape route finder plans in the property?	Monthly	No Issue	
33	Are there adequate fire escape route finder plans in the property?	✓	No Issue	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issue	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issue	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issue	

23501 PROPERTY 230311D01

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	6	Minor Incidents	
2	No. of service user fatalities on site since last inspection	0	No Issue	
3	No. of incidents of domestic violence on site since last inspection	1	Logged	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issue	
5	First aid box on site and fully stocked	✓	Distributed throughout facility	
6	Naloxone on site and record of any administration of this intervention	✓	No Issue	
7	Defibrillator on site	2	No Issue	
8	PPE in use by all staff	✓	No Issue	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	N/A	No Issue	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issue	
11	Drinking water available	✓	No Issue	



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12	Dietary requirements catered for, allergens on display	✓	No Issue	
13	HACCP system in use and up to date	✓	No Issue	
14	Weekly and monthly menus available and in use	✓	No Issue	
15	Last EHO report available if applicable	N/A	No Issue	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	Visual Checks	
17	Daily symptoms check in place for residents	✓	No Issue	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issue	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issue	

23501 PROPERTY 230311D01

3 Photos of Premises

Fire Panel

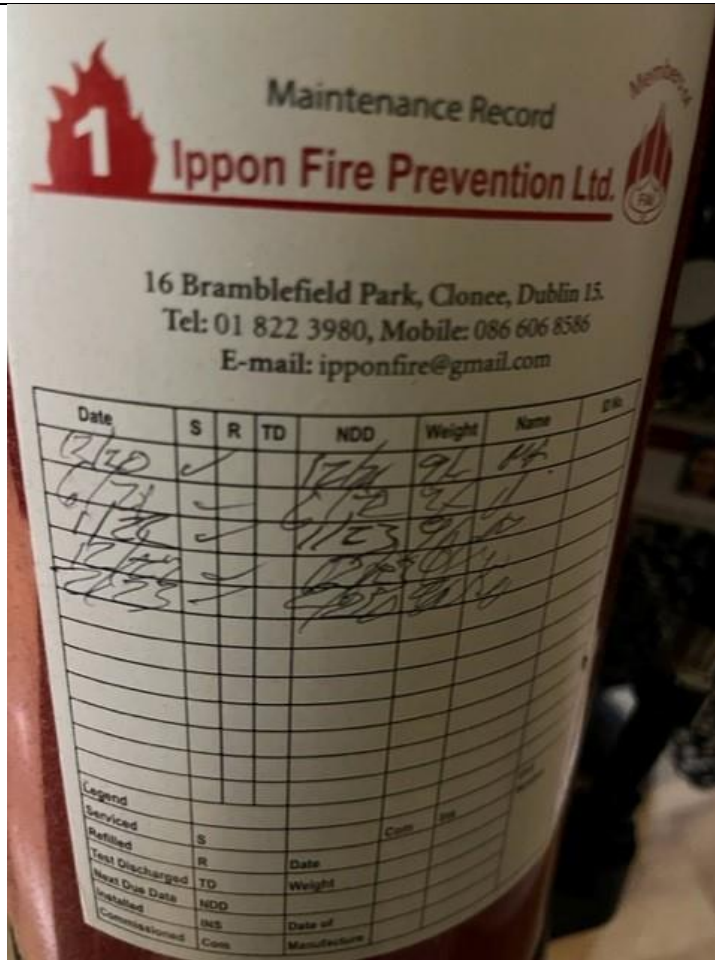


Emergency Lighting



23501 PROPERTY 230311D01

Fire Extinguishers



Laundry Facilities



23501 PROPERTY 230311D01

Communal Area



Catering Services





4 Conclusions

4.1.1 Inspector Comments

Property 230311D01 building is large which lends itself to large communal areas. There is a full catering operation for service users available which is extremely well run and client centred. This property appears to be operating well, is clean and run with knowledgeable staff on duty.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Advised certs are with DCC, DCC to confirm they have the certs and all up to date.

4.1.3 Actions Concluded

- Certs have been provided and are up to date.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230302D08

24th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	230302D08 – Final

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- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230302D08

1.2 Inspection Details

Inspector: C

Date: 24th March 2023

Property Description: Property 230302D08 is two connected houses occupied by families in 8 units. Each bedroom can house between 4 and 9 persons including children.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230302D08

Date: 24th March 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	No Issues	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

23501 PROPERTY 230302D08

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	N/A	No Communal Area	
12	Condition of floor and wall finishes	N/A	No Communal Area	
13	Internal CCTV available	N/A	No Communal Area	
14	Appropriate lighting and fixtures	N/A	No Communal Area	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	X	No TVs Provided	
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	None	

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26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No Issues	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	N/A	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	X	Only 1 washing machine, no dryer	
38	Any repair issues	X	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Bin for disposed cigarettes	Provide
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Kitchen Dinner delivered Dry foods supplied	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Kitchen	
43	Lighting bright and fittings in good repair	N/A	No Kitchen	
44	CCTV in place to cover the area/area monitored	N/A	No Kitchen	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Kitchen	
46	Most recent EHO inspection report available if applicable	N/A	No Kitchen	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	No Kitchen	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Kitchen	
49	Lighting bright and fittings in good repair	N/A	No Kitchen	

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50	CCTV in place to cover the area/area monitored	N/A	No Kitchen	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Kitchen	
52	Most recent EHO inspection report available if applicable	N/A	No Kitchen	
53	Suitable utensils and cookware available	N/A	No Kitchen	
54	Dishwasher/s available	N/A	No Kitchen	
55	Any breakages noted generally	N/A	No Kitchen	
56	Bin storage facilities - is it safe and appropriate	N/A	No Kitchen	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	X	See 27 Theme 2	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	24/03/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	

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63	Electrical certificates up to date	X	Not Available for Inspection	Verify
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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Any Maintenance issues reported in handover book	Recommend a weekly log

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Inhouse	
2	Names of all staff on site, and their roles.	✓	No Issues	

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3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	54	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	54	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	X	No statement displayed	Rectify
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	Small residence , manager aware of residents in place	
15	Complaints and feedback system in place	✓	No Issues	



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16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	X	Probably not necessary in such a small dwelling, staff provide information if required	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ N/A ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	Panel showing fault. Reported to contractor	Follow up
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	X 24/03/23	No Plans or route finders	Address same
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	X	See 30	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	N/A	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	1	No Issues	
11	Drinking water available	✓	No Issues	



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12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	N/A	No Issues	
14	Weekly and monthly menus available and in use	X	Choice of meals on delivery	
15	Last EHO report available if applicable	None	No report to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Bedroom





4 Conclusions

4.1.1 Inspector Comments

Property 230302D08 size and occupancy many points are not relevant or necessary for this premises. It is managed professionally and has a friendly atmosphere.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Fire Alarm Panel showing fault.
- No Emergency Evacuation Plans or route finders
- No Child safeguarding statement displayed
- Electrical certificates not available on site
- No Bin for disposed cigarettes
- Only 1 washing machine, no dryer
- No TVs Provided

4.1.3 Actions Concluded

- Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions.
 - Child safeguard statement is now in place
 - Fire Panel fault has been addressed
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230312D07

14th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	23501 - 230312D07 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 14th March 2023

Property Description: Property 230312D07 consists of 2 floors and there are 33 rooms. Current capacity of 40 service users at this property.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230312D07

Date: 14th March 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in a very good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	X	No issues	



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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	X	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	0	None	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	6	No issues	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	X	No issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	

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37	Sufficient numbers of washers and dryers available.	√	4 washers and 4 dryers on premises. No issues	
38	Any repair issues	√	1 washer needs repairs.	Facility Management following up on this issue

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
43	Lighting bright and fittings in good repair	√	No issues	
44	CCTV in place to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
46	Most recent EHO inspection report available if applicable	√	17/11/2022. No issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV in place to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	√	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	X	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 12/01/2023. Emergency lighting serviced on 07/11/2022.	
59	Fire equipment serviced and in working order and periodic inspection	√	Fire extinguishers last serviced on 12/2022.	

	certs up to date (Annually) and recorded in the Fire Register		No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 09/02/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	X	Certificate was not available on site on day of inspection. Informed that DCC have these reports.	DCC to follow up on this issue
63	Electrical certificates up to date	X	Certificates were not available on site on day of inspection. Informed that DCC have these reports.	DCC to follow up on this issue

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection. Informed that DCC have these reports.	DCC to follow up on this issue

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	
67	Evidence of managing issues arising available for review	√	No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	40	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	40	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Common room. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in:			

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	<ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	<p>√</p> <p>√</p>	<p>No issues</p> <p>No issues</p>	
21	<p>Key staff trained in:</p> <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p>	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	

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25	Facility has a documented complaints policy and log	√	No issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	1	No issue	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 09/02/2023	
31	How often are fire drill conducted on site?	√	Quarterly No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 12/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	2	Informed that reports were forwarded to DCC. No issues	
2	No. of service user fatalities on site since last inspection	N/A	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3 X 40	No issues	



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11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	No issues	
15	Last EHO report available if applicable	√	No issue, 17/11/2022	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

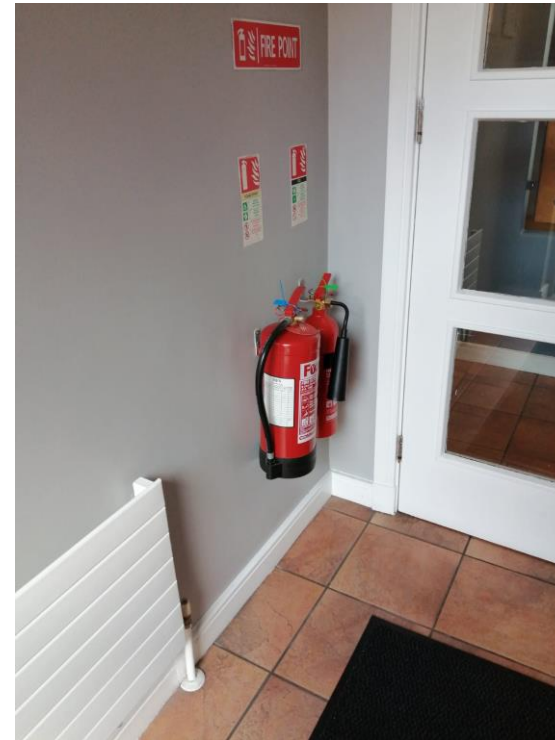
23501 -230312D07

3 Photos of Premises

Emergency Lighting



Fire Extinguishers

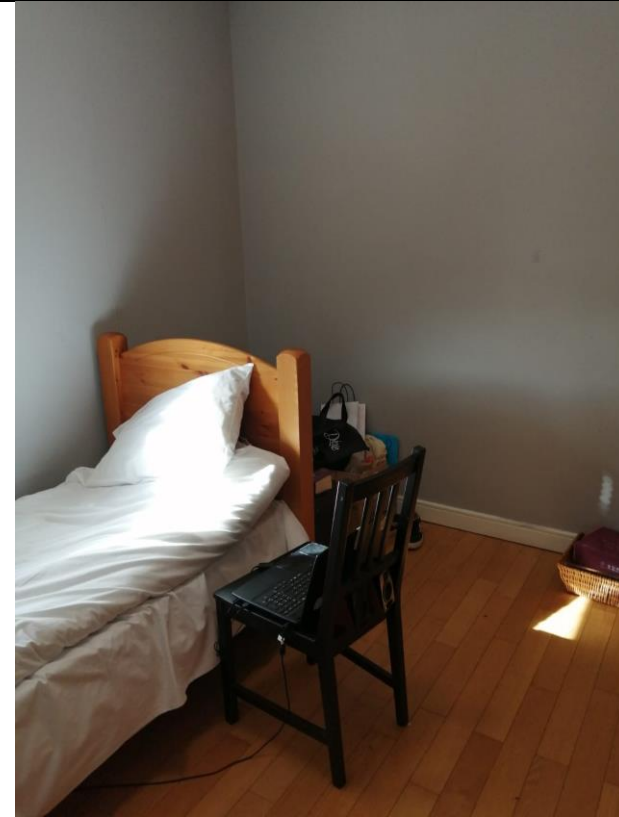


23501 -230312D07

Laundry Facilities



Bedroom



Kitchen



Fire Warden





23501 –230312D07

4 Conclusions

4.1.1 Inspectors Comments

Property 230312D07 current occupancy is 40 service users, property is designated for 30 males and 10 female service users. Property is in a very good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Gas service Certificate was not available on site on day of inspection.
- Electrical Certificates were not available on site on day of inspection.
- Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.
- 1 washing machine needs to be repaired

4.1.3 Actions Concluded

- The above actions have been addressed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230303D01

23rd March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	230303D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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 - 1.3 EOBA’S Approach..... 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 3**
- 3 Photos of Premises 13**
- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230303D01

1.2 Inspection Details

Inspector: C

Date: 23rd March 2023

Property Description: Property 230303D01 was renovated and separated into 29 units, the property is housing 44 single males.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230303D01

Date: 23rd March 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	No Issues	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	No Issues	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	None	



23501 PROPERTY 230303D01

26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	None	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
35	Roster or straightforward system for access in place for all residents	✓	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	X	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	-	Domestic Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	X	No report to date	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	02/03/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	2 persons on PEEP	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	✓	No Issues	

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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	No Issues	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	

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4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	44	No Issues	
7	No. of available beds today	1	No Issues	
8	No. of service users booked in today	43	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	
15	Complaints and feedback system in place	✓	No Issues	



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16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ N/A	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 02/03/23	No Issues	
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	Residents have the option to cook their own meals	
11	Drinking water available	✓	No Issues	



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12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	Weekly	
15	Last EHO report available if applicable	None	No report to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Second Fire Panel



23501 PROPERTY 230303D01

Kitchen/Communal Area



Escape Plan





23501 PROPERTY 230303D01

4 Conclusions

4.1.1 Inspector Comments

Property 230303D01 is divided into two houses therefore two separate fire panels for each residence both are interlinked. Well managed and maintained to a high standard, no issues.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- There are no further actions of this property.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230314D01

27th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th March 2023
Reference	230314D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S Approach..... 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 3**
- 3 Photos of Premises 13**
- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230314D01

1.2 Inspection Details

Inspector: B

Date: 27th March 2023

Property Description: Property 230314D01 accommodates men only that are referred to the service. There are 45 bed spaces with 15 of the bed spaces specifically allocated to DCC. The building is old but is extremely well maintained and clean.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230314D01

Date: 27th March 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	Excellent	
2	Overall atmosphere	Excellent	Excellent	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Very Good	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	✓	Repairs required to the roof affecting 2 bedrooms	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	2	Two bedrooms are currently decommissioned due to a leak in the roof. This issue is currently being addressed.	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	X	The property holds a stock of spare mattresses if required.	Service users are generally occupying a room/bedspace for 12 months at a time.
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	X	No TV provided	
23	Free Wi-Fi available	X	No Wifi provided	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	

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25	Number of DAC bedrooms per facility	2	No Issues	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	9	The rooms in this property are arranged in clusters with bathroom assigned to a group of rooms	
28	Number of DAC bathrooms per facility	2	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	X	There is no laundry facility in the building for service users however there are a number in the vicinity	
35	Roster or straightforward system for access in place for all residents	N/A	No Issues	
36	CCTV in place in the laundry area	N/A	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	There is a laundry facility for house keeping to wash duvets etc.	



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38	Any repair issues	X	No Issues	
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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
43	Lighting bright and fittings in good repair	✓	No Issues	
44	CCTV in place to cover the area/area monitored	✓	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
46	Most recent EHO inspection report available if applicable	X	No report to date	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	N/A	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	

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49	Lighting bright and fittings in good repair	N/A	No Issues	
50	CCTV in place to cover the area/area monitored	N/A	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	No Issues	
53	Suitable utensils and cookware available	N/A	No Issues	
54	Dishwasher/s available	N/A	No Issues	
55	Any breakages noted generally	N/A	No Issues	
56	Bin storage facilities - is it safe and appropriate	N/A	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	Additional folders are provided by the service provider as all of the information for this property is cumbersome.	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓ 14.03.23	No Issues	

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61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	X	To follow	

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues	

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY

Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	Service Provider and Users are very much aware of their responsibilities as neighbours.	Policy is being formulated
67	Evidence of managing issues arising available for review	✓	The service user reports of anti-social behaviour in the surrounding area has on occasion hindered and disrupted the service and the ethos	

23501 PROPERTY 230314D01

			of the service being provided to residents in this facility.	
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THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	No Issues	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	✓	Weekly Linen change	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	15	No Issues	
7	No. of available beds today	15	No Issues	
8	No. of service users booked in today	11	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	On live pass system	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety 	✓	No Issues	

23501 PROPERTY 230314D01

	<ul style="list-style-type: none"> Children first, where applicable (only required for Family PEA's at present) 			
21	<p>Key staff trained in:</p> <ul style="list-style-type: none"> Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) Fire Warden, as a minimum a fire warden must be on the premises at all times Suicide Awareness Intercultural awareness Equality & Diversity Safeguarding Vulnerable Adults Administering Naloxone/overdose treatment first aid A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No name badges	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	Excellent	

23501 PROPERTY 230314D01

25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

23501 PROPERTY 230314D01

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issues	
2	No. of service user fatalities on site since last inspection	0	No Issues	
3	No. of incidents of domestic violence on site since last inspection	0	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	X	No Issues	
7	Defibrillator on site	2	No Issues	
8	PPE in use by all staff	N/A	Available if required	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and	3	No Issues	



23501 PROPERTY 230314D01

	In compliance with Food Hygiene Legislation			
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	N/A	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

23501 PROPERTY 230314D01

3 Photos of Premises

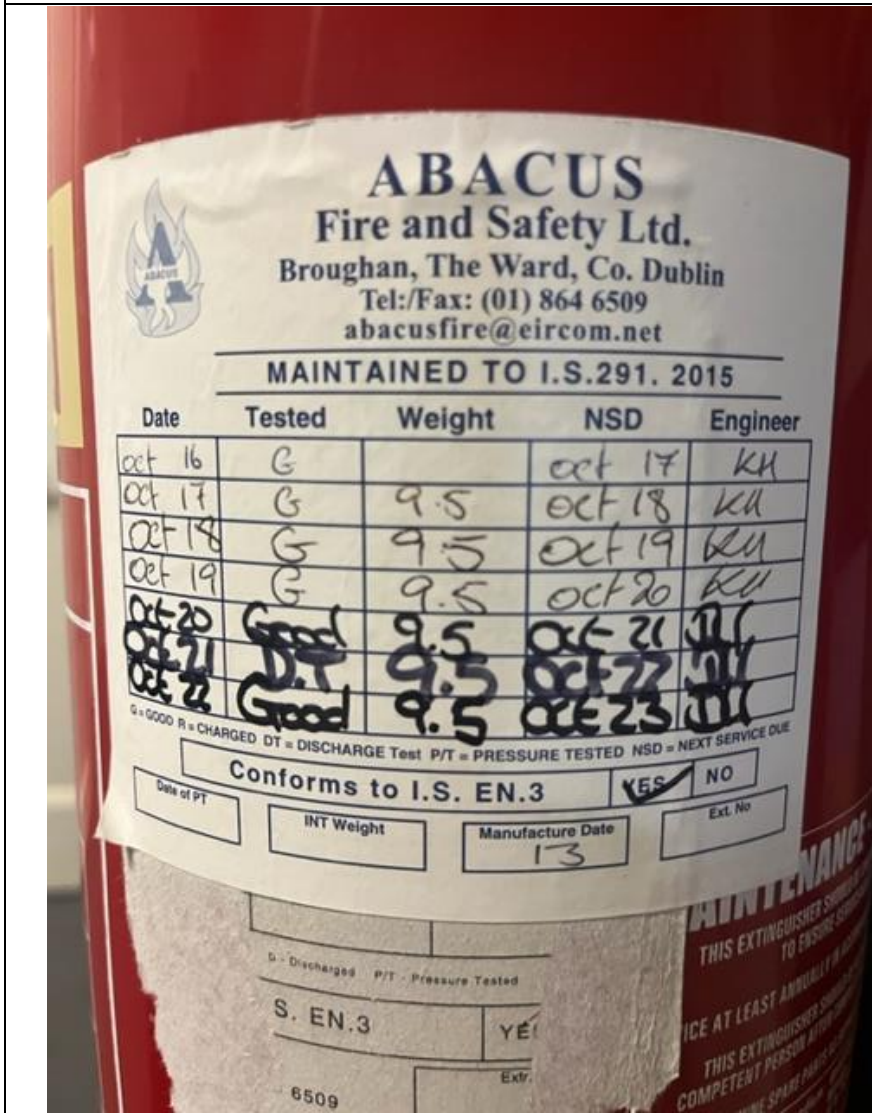
Fire Panel



Emergency Lighting



Fire Extinguishers



Laundry Facilities



23501 PROPERTY 230314D01

Stair Lift



Communal Area





4 Conclusions

4.1.1 Inspector Comments

Property 230314D01 rooms are quite spacious with a number of communal areas for activities and meetings to take place. The catering operation is very good and is client centred.

The service user reports of anti-social behaviour in the surrounding area that, has on occasion hindered and disrupted the service and the ethos of the service being provided to residents in this facility.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Repairs required to the roof affecting 2 bedrooms
- No TV's provided in the rooms
- No Wi-Fi available
- Electrical certificates to be provided
- A neighbourhood policy document to be developed

4.1.3 Actions Concluded

- Roof repairs have now been completed
 - The service provider is currently working on providing the outstanding certs, these will be provided by the end of quarter 3 2023.
 - Work is not fully complete however the service provider is aware of it and working towards rectifying the above actions
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230304D01

23rd March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	230304D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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 - 1.3 EOBA’S Approach..... 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 3**
- 3 Photos of Premises 13**
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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

23501 PROPERTY 230304D01

1.2 Inspection Details

Inspector: C

Date: 23rd March 2023

Property Description: Property 230304D01 is a four storey buildings, current occupancy of 31 in 9 units, all single males.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230303D01

Date: 23rd March 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	No Issue	
3	Thermostatically controlled heating	✓	No Issue	
4	CCTV in common areas	✓	No Issue	
5	Pest control policy in place	✓	No Issue	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Good but there are restoration work been carried out on front facade	
7	Streetscape clean and free from rubbish	✓	No Issue	
8	Regular outside checks	✓	No Issue	
9	External CCTV in place	✓	No Issue	
10	External items for repair	X	No Issue	

23501 PROPERTY 230304D01

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issue	
12	Condition of floor and wall finishes	✓	No Issue	
13	Internal CCTV available	✓	No Issue	
14	Appropriate lighting and fixtures	✓	No Issue	
15	Passive ventilation in bedrooms	✓	No Issue	
16	Any internal repairs required	X	No Issue	
17	All egress exits free from obstacles	✓	No Issue	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issue	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issue	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issue	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issue	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issue	
23	Free Wi-Fi available	✓	No Issue	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issue	
25	Number of DAC bedrooms per facility	0	None	



23501 PROPERTY 230304D01

26	Any breakages noted generally	X	No Issue	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	1	No Issue	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issue	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issue	
31	Openable window and/or mechanical ventilation in place	✓	No Issue	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issue	
33	Any breakages	X	No Issue	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issue	
35	Roster or straightforward system for access in place for all residents	N/A	No Issue	
36	CCTV in place in the laundry area	✓	No Issue	
37	Sufficient numbers of washers and dryers available.	✓	No Issue	
38	Any repair issues	X	No Issue	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	Smoking area outside at front of building	
40	CCTV in place to cover the area/area monitored	✓	No Issue	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	Domestic Kitchen	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issue	
43	Lighting bright and fittings in good repair	N/A	No Issue	
44	CCTV in place to cover the area/area monitored	N/A	No Issue	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issue	
46	Most recent EHO inspection report available if applicable	N/A	No Issue	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issue	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issue	
49	Lighting bright and fittings in good repair	✓	No Issue	

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50	CCTV in place to cover the area/area monitored	✓	No Issue	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issue	
52	Most recent EHO inspection report available if applicable	None	No report to date	
53	Suitable utensils and cookware available	✓	No Issue	
54	Dishwasher/s available	✓	No Issue	
55	Any breakages noted generally	X	No Issue	
56	Bin storage facilities - is it safe and appropriate	✓	No Issue	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issue	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issue	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issue	
60	Fire drill done in the last Quarter and date	✓	25/02/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issue	
62	Gas service records ex. RGI Cert	✓	No Issue	
63	Electrical certificates up to date	✓	No Issue	



THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issue	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issue	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issue	
67	Evidence of managing issues arising available for review	✓	No Issue	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	No Issue	
2	Names of all staff on site, and their roles.	✓	No Issue	
3	Cleaning products available to service users	✓	No Issue	

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4	Laundry facility available to service users	✓	No Issue	
5	Sanitising schedule in place and records available	✓	No Issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	31	No Issue	
7	No. of available beds today	0	No Issue	
8	No. of service users booked in today	31	No Issue	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issue	
10	No. of no shows/vacancies today	0	No Issue	
11	No. of official complaints received on file and verified with DRHE	0	No Issue	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issue	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issue	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issue	
15	Complaints and feedback system in place	✓	No Issue	



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16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issue	
17	Vacancies returned within 24 hours at correct times	✓	No Issue	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issue	
19	Information on available times for all support services clearly displayed	✓	No Issue	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none">• fire safety• Children first, where applicable (only required for Family PEA's at present)	✓ N/A	No Issue	

23501 PROPERTY 230304D01

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	No Issue	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issue	
23	Staff well presented, informed and helpful	✓	No Issue	
24	Staff interaction with residents professional and friendly	✓	No Issue	
25	Facility has a documented complaints policy and log	✓	No Issue	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issue	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	None	No Issue	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issue	
29	Sufficient levels of trained staff on site as required	✓	No Issue	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 25/2/23	No Issue	
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issue	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issue	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issue	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issue	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No Issue	
2	No. of service user fatalities on site since last inspection	0	No Issue	
3	No. of incidents of domestic violence on site since last inspection	0	No Issue	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issue	
5	First aid box on site and fully stocked	✓	No Issue	
6	Naloxone on site and record of any administration of this intervention	✓	No Issue	
7	Defibrillator on site	✓	No Issue	
8	PPE in use by all staff	✓	No Issue	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issue	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issue	
11	Drinking water available	✓	No Issue	

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12	Dietary requirements catered for, allergens on display	✓	No Issue	
13	HACCP system in use and up to date	✓	No Issue	
14	Weekly and monthly menus available and in use	✓	Weekly	
15	Last EHO report available if applicable	None	No report to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issue	
17	Daily symptoms check in place for residents	✓	No Issue	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issue	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issue	

23501 PROPERTY 230304D01

3 Photos of Premises

Fire Panel



Evacuation Routes



23501 PROPERTY 230304D01

Notice Board





23501 PROPERTY 230304D01

4 Conclusions

4.1.1 Inspector Comments

Property 230304D01 has everything up to a high standard with all relevant certificates and documents up to date. There is work in progress on the front of the building, some restoration work.

A well run property with no issues.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- To provide an update on the works on the front of the building

4.1.3 Actions Concluded

- Road works outside of the providers control, expected to last till end of year.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230305D07

07th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15 th June 2023
Reference	23501 - 230305D07 - Final

- 1 Introduction..... 1**
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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 07th March 2023

Property Description: Property 230305D07 was refurbished in 2020 and consists of 3 floors. There are 17 rooms, all rooms are ensuite. Current capacity of 34 service users in this property.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230305D07

Date: 07th March 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	X	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	X	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	X	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	



23501 – 230305D07

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS

Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	X	No issues	

THEME 1 – LAUNDRY

Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	

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37	Sufficient numbers of washers and dryers available.	√	1 washer and 1 dryer on premises. No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	Meals delivered and cooked in room.	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No issues	
43	Lighting bright and fittings in good repair	N/A	No issues	
44	CCTV in place to cover the area/area monitored	N/A	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No issues	
46	Most recent EHO inspection report available if applicable	N/A	No issues	

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THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV in place to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	X	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	Sink in rooms. No issues	
55	Any breakages noted generally	X	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded.	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 19/12/2022. Emergency lighting serviced on 19/12/2022.	

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59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 04/2022. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 01/03/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	√	No gas on site. No issues	
63	Electrical certificates up to date	√	No issues	

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√	No issues	

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	
67	Evidence of managing issues arising available for review	√	No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	34	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	34	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No children on site. No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Office available. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety 	√	No issues	

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	<ul style="list-style-type: none"> Children first, where applicable (only required for Family PEA's at present) 	√	No issues	
21	Key staff trained in:			
	<ul style="list-style-type: none"> Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) 	√	No issues	
	<ul style="list-style-type: none"> Fire Warden, as a minimum a fire warden must be on the premises at all times 	√	No issues	
	<ul style="list-style-type: none"> Suicide Awareness 	√	No issues	
	<ul style="list-style-type: none"> Intercultural awareness 	√	No issues	
	<ul style="list-style-type: none"> Equality & Diversity 	√	No issues	
	<ul style="list-style-type: none"> Safeguarding Vulnerable Adults 	√	No issues	
	<ul style="list-style-type: none"> Administering Naloxone/overdose treatment 	√	No issues	
<ul style="list-style-type: none"> first aid 	√	No issues		
<ul style="list-style-type: none"> A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√	No issues		

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users. No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	

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25	Facility has a documented complaints policy and log	√	No issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	N/A	No gas on site. No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 01/03/2023	
31	How often are fire drill conducted on site?	√	Monthly No issues	
32	Are there adequate fire escape route finder plans in the property?	X	Being prepared.	Management to follow up on this issue
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 04/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	X	No issues	
2	No. of service user fatalities on site since last inspection	X	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	X	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3 x 34	Catering contractor. No issues	
11	Drinking water available	√	No issues	

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12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly menus. No issues	
15	Last EHO report available if applicable	√	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

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3 Photos of Premises

Emergency Lighting



Fire Extinguishers



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Fire Safety Documents



Bedroom





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Kitchen



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230305D07 current occupancy is 34 service users, Property is designated for couples only and is in a good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Fire escape route finder plans were no seen on the property.

4.1.3 Actions Concluded

- Route finder plans being prepared for the 19/05/2023
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230315D07

14th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	14th June 2023
Reference	23501 - 230315D07 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 14th March 2023

Property Description: Property 230315D07 was refurbished in the past 5 years. Property consists of 5 floors and there are 9 rooms with shared bathrooms.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230315D07

Date: 14th March 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property was refurbished in the past 5 years. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	X	No issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	X	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	



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25	Number of DAC bedrooms per facility	0	No issues	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	3	Bathrooms are small for the needs of the service users (on 2 of the floors 3 couples share 1 bathroom and on the top floor 1 couple and 2 single persons share 1 bathroom).	Improvements in this area would benefit the service users.
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	√	Shower tray needs attention.	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	

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36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	1 washer and 1 dryer on premises. No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
43	Lighting bright and fittings in good repair	√	No issues	
44	CCTV in place to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
46	Most recent EHO inspection report available if applicable	√	No issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV in place to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	√	No issues	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	X	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√ X	Fire Alarm serviced on 10/01/2023. Records of emergency lighting servicing not available on site on day of inspection.	DCC to follow up on this issue

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59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 13/01/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 24/02/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	X	Certificate was not available on site on day of inspection.	DCC to follow up on this issue
63	Electrical certificates up to date	X	Certificates were not available on site on day of inspection.	DCC to follow up on this issue

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.	DCC to follow up on this issue

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	
67	Evidence of managing issues arising available for review	√	No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	16	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	16	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Office. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety 	√	No issues	

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	<ul style="list-style-type: none"> Children first, where applicable (only required for Family PEA's at present) 	√	No issues	
21	Key staff trained in:			
	<ul style="list-style-type: none"> Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) 	√	No issues	
	<ul style="list-style-type: none"> Fire Warden, as a minimum a fire warden must be on the premises at all times 	√	No issues	
	<ul style="list-style-type: none"> Suicide Awareness 	√	No issues	
	<ul style="list-style-type: none"> Intercultural awareness 	√	No issues	
	<ul style="list-style-type: none"> Equality & Diversity 	√	No issues	
	<ul style="list-style-type: none"> Safeguarding Vulnerable Adults 	√	No issues	
	<ul style="list-style-type: none"> Administering Naloxone/overdose treatment 	√	No issues	
<ul style="list-style-type: none"> first aid 	√	No issues		
<ul style="list-style-type: none"> A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√	No issues		

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users. No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	

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25	Facility has a documented complaints policy and log	√	No issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	1	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 24/02/2023	
31	How often are fire drill conducted on site?	√	Monthly No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 13/01/2023	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	5	Informed that all incidents were reported to DCC. No issues	
2	No. of service user fatalities on site since last inspection	N/A	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3 X 16	No issues	

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11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	No issues	
15	Last EHO report available if applicable	√	No issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

3 Photos of Premises

Fire Extinguishers



Defibrillator



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Laundry Facilities



Communal Area



Emergency Lighting



Kitchen





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4 Conclusions

4.1.1 Inspectors Comments

Property 230315D07 has a current occupancy of 16 service users. 7 rooms are designated for couples and 2 rooms for single females. Bathrooms are small for the needs of the service users (on 2 of the floors 3 couples share 1 bathroom).

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Records of emergency lighting servicing not available on site on day of inspection.
- Gas service Certificate was not available on site on day of inspection.
- Electrical Certificates were not available on site on day of inspection.
- Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.

4.1.3 Actions Concluded

- The service provider is currently working on providing the outstanding electrical cert, this will be provided by the end of quarter 3 2023.
-



Eamon O'Boyle
and Associates

chartered fire engineers &
event safety consultants



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230306D04

07th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15 th June 2023
Reference	23501 - 230306D04 - Final

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1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O’Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: A

Date: 07th March 2023

Property Description: Property 230306D04 was refurbished in Sept 2021, consists of 3 floors. There are 9 rooms, and all rooms are ensuite. Current capacity of 32 service users.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230306D04

Date: 07th March 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No issues	
7	Streetscape clean and free from rubbish	√	No issues	
8	Regular outside checks	√	No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	X	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	X	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	X	No issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	

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37	Sufficient numbers of washers and dryers available.	√	2 washers and 2 dryers on premises. No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside Smoking not allowed inside No issues	
40	CCTV in place to cover the area/area monitored	√	No issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	Meals delivered and cooked in room. N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No issues	
43	Lighting bright and fittings in good repair	N/A	No issues	
44	CCTV in place to cover the area/area monitored	N/A	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No issues	
46	Most recent EHO inspection report available if applicable	N/A	No issues	

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THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	√	No issues	
50	CCTV in place to cover the area/area monitored	√	No issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
52	Most recent EHO inspection report available if applicable	X	No inspection to date	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	Sink in rooms. No issues	
55	Any breakages noted generally	X	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded.	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	Fire Alarm serviced on 20/12/2022. Emergency lighting serviced on 20/12/2022.	

59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 08/2022. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 24/02/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date	√	No issues	

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√	No issues	

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues	

THEME 1 - GOOD NEIGHBOURHOOD POLICY

Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	√	No issues	

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67	Evidence of managing issues arising available for review	√	No issues	
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THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	No issues	
2	Names of all staff on site, and their roles.	√	No issues	
3	Cleaning products available to service users	√	No issues	
4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	32	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	32	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No children on site. No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Office available. No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in:			

	<ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	<p>√</p> <p>√</p>	<p>No issues</p> <p>No issues</p>	
21	<p>Key staff trained in:</p> <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p> <p>No issues</p>	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	√	All staff known to service users. No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	√	No issues	

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25	Facility has a documented complaints policy and log	√	No issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No issues	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	1	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 24/02/2023	
31	How often are fire drill conducted on site?	√	Monthly No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 08/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	Nil	No issues	
2	No. of service user fatalities on site since last inspection	Nil	1st Inspection	
3	No. of incidents of domestic violence on site since last inspection	Nil	1st Inspection	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	√	No issues	
7	Defibrillator on site	√	No issues	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3 x 32	Catering contractor. No issues	
11	Drinking water available	√	No issues	



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12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly menus. No issues	
15	Last EHO report available if applicable	X	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	Self-declaration No issues	
17	Daily symptoms check in place for residents	√	Self-declaration No issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	√	No issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	√	No issues	

3 Photos of Premises

Fire Alarm



Fire Extinguishers



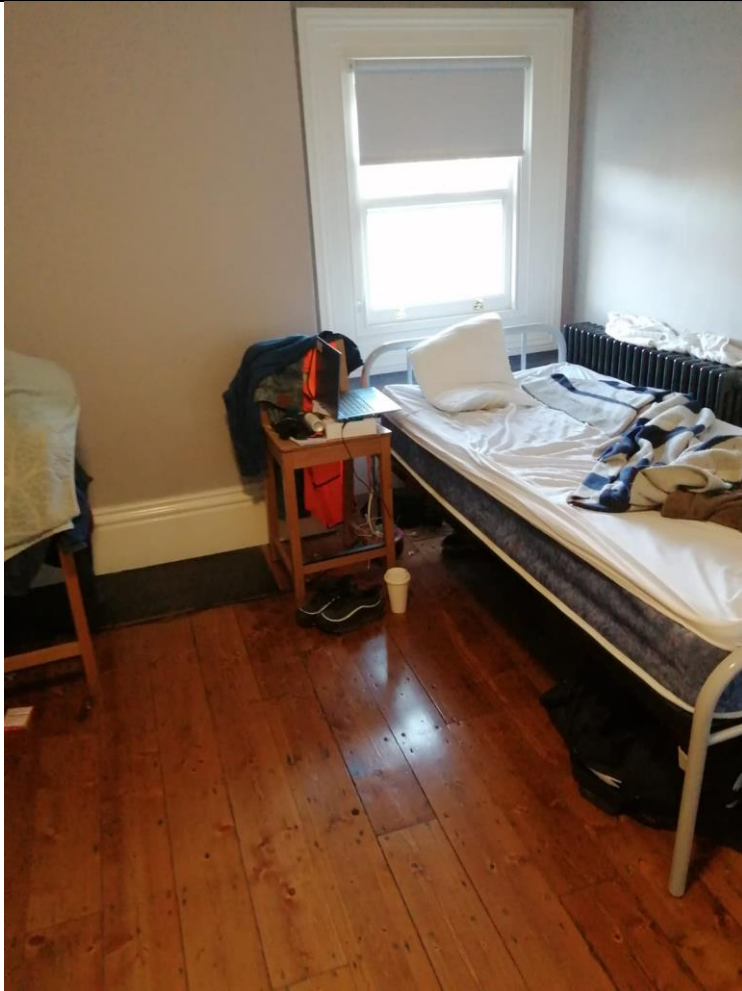
Laundry Facilities



Lockers



Bedroom



Kitchen





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4 Conclusions

4.1.1 Inspectors Comments

Property 230306D04 has a current occupancy of 32 service users, property is designated for single males only. Property is in a good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- There are no further actions for this property.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 230307D03

27th March 2023

Prepared by	Eamon O'Boyle and Associates
Date	15th June 2023
Reference	230307D03 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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 - 1.3 EOBA’S Approach..... 2**
 - 1.4 EOBA’s Methodology 2**
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- 3 Photos of Premises 13**
- 4 Conclusions..... 16**

1 Introduction

1.1 Overview

Dublin City Council has engaged with Eamon O'Boyle and Associates establishing a multi-party framework for the delivery of Homeless Accommodation Inspection Service at centres within the Dublin Regional Homeless Executive Administrative area.

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

- Fire Safety
- Building compliance,
- CCTV,
- Ventilation,
- Heating and light,
- Wi-Fi
- and general building condition.

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

- Agreed availability of beds
- House guidelines in place
- Complaints and feedback system

Staff

- Staff Training
- Identifiable of staff
- Availability of suitably rostered Supervision

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

- Inspection of Cooking Facilities
 - Assessing Quality of meals both from portion size and meeting expected dietary standards
 - Feedback System in place to facilitate capture of the views of the Residents in terms of portion sizes, quality of food and the variety of menu choices available. Getting up to date sample feedback from residents during the inspection.
 - HACCP Standards in place in available kitchens on-site
 - HACCP Standards in place where food is prepared / cooked off-site and delivered in.
-

1.2 Inspection Details

Inspector: B

Date: 27th March 2023

Property Description: Property 230307D03 has 10 family units ranging in size from 4 to 10. All family units are ensuite and equipped with a family size fridge freezer. The property had been housing a number of Ukrainian families for a year but was not occupied by service users at the time of inspection.

Please see photos in section 3

1.3 EOBA'S Approach

The EOBA approach will operate as a unit which will identify the properties to be inspected in conjunction with the Contracting Authority. The service will be delivered by the conduct of inspections, liaison with the Contracting Authority, review of previous reports. Our service will be guided throughout by adherence with published codes and engineering analysis to ensure properties are compatible with the requirements of the Contracting Authority.

EOBA understands the objectives of the Framework ensures the following

- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
- Provision of timely reports that identify good practice and deficiencies with actions to ensure timely remedy

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

- Ensure consistency of reports
 - standardisation of the inspection regime
 - enable comparisons between consecutive reports
 - provides transparency to assure impartiality for property owners
-

2 Site Inspection Checklist

Inspection Checklist

Property: 230307D03

Date: 14th March 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Excellent	
2	Overall atmosphere	N/A	Vacant facility	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	No Issues	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Excellent	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	X	No Issues	

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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	No Issues	
12	Condition of floor and wall finishes	✓	No Issues	
13	Internal CCTV available	✓	No Issues	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	No Issues	
16	Any internal repairs required	X	No Issues	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	X	No Wi-Fi	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	None	



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26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All family units are ensuite	
28	Number of DAC bathrooms per facility	0	None	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	X	2 washers and 2 driers To be replaced with Industrial machines	
35	Roster or straightforward system for access in place for all residents	N/A	Previously used a check in system that worked well	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	X	2 washers and 2 driers To be replaced with Industrial machines	
38	Any repair issues	X	No Issues	

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THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV in place to cover the area/area monitored	✓	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
43	Lighting bright and fittings in good repair	N/A	No Issues	
44	CCTV in place to cover the area/area monitored	N/A	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No Issues	
46	Most recent EHO inspection report available if applicable	N/A	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	X	No Issues, no people staying at property	
52	Most recent EHO inspection report available if applicable	X	None to date	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓ 16 Feb 23	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	✓	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	✓	No Issues Shared water tank with adjacent property	

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Service Provider is responsible for all maintenance	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
67	Evidence of managing issues arising available for review	✓	No Issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Service Provider looks after Housekeeping	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	

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4	Laundry facility available to service users	✓	No Issues	
5	Sanitising schedule in place and records available	✓	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	62	No Issues	
7	No. of available beds today	62	No Issues	
8	No. of service users booked in today	0	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	N/A	Manual Record	
15	Complaints and feedback system in place	✓	No Issues	



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16	Record available of bookings, no shows, final headcount and returns for previous day	N/A	On arrival of new service users this will be done on a weekly basis	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	No Issues	
19	Information on available times for all support services clearly displayed	N/A	No Issues	

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓	No Issues	

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21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ X ✓ X	No Issues	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No name badges	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
36	Fire Alarm showing any faults	✓	No Issues	
37	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
38	Sufficient levels of trained staff on site as required	✓	No Issues	
39	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 16.2.23	No Issues	
40	How often are fire drill conducted on site?	Monthly	No Issues	
41	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
43	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓		

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	N/A	No Issues	
2	No. of service user fatalities on site since last inspection	N/A	No Issues	
3	No. of incidents of domestic violence on site since last inspection	N/A	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	X	No Issues	
7	Defibrillator on site	✓	In adjacent property	
8	PPE in use by all staff	N/A	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	N/A	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	No Issues	
11	Drinking water available	✓	No Issues	

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12	Dietary requirements catered for, allergens on display	N/A	No Issues	
13	HACCP system in use and up to date	N/A	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	N/A	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	N/A	No Issues	
17	Daily symptoms check in place for residents	N/A	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

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3 Photos of Premises

Fire Panel



Bedroom



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Kitchen



Laundry Facilities





4 Conclusions

4.1.1 Inspector Comments

Property 230307D03 is an old building which is being well maintained. High ceilings allow for good ventilation within the building. When occupied; service user families prepare and cook all their own meals in the equipped kitchen. There are communal area both inside and outside which are well maintained. This property appears to be well and efficiently run with knowledgeable staff on duty.

4.1.2 Actions of Facilities

Actions from the site inspection that need to be addressed:

- Washing machine and driers to be replaced.
- Wifi required for building

4.1.3 Actions Concluded

- An Post to update Eircode in August and once done WIFI can be installed
 - Washing machine and driers were installed as of 14/04/23
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