



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230401D07

18th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230401D07 – 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: 18th April 2023

Property Description: Property 230401D07 renovations are ongoing. Property consists of 3 floors, there are 6 rooms, 3 rooms are ensuite and 3 rooms share bathrooms. Current capacity of 6 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: 230401D07

Date: 18th April 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	

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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	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.	√	Provided in common room only. 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	X	None	
26	Any breakages noted generally	√	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	3	No issues	
28	Number of DAC bathrooms per facility	X	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	√	Covers outside 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 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	
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 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	

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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	√	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 04/04/2023. Emergency lighting serviced on 04/04/2023. 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 04/2023 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 13/03/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	

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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 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	Facility Management 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	√	Daily log. 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	

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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	√	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	6	No issues	
7	No. of available beds today	0	Remaining room assigned. No issues	
8	No. of service users booked in today	5	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 children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	



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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	

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	√	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	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 13/03/2023	
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: 04/2023	
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	X	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	2	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	√	Menus drawn up and prepared by service users. 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 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 230401D07 occupancy of 5 service users, property is designated for single females only. Property is in a 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 and informed that these certificates are with DCC.
- 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 following actions have been concluded:

- Gas and electrical certs have been provided to DCC.
 - The property is waiting on a new tank and a cert will then be provided to DCC.
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SITE INSPECTION REPORT

230404D07

18th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230404D07 – Final

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1 Introduction

1.1 Overview

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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: 18th April 2023

Property Description: Property 230404D07 consists of 10 two bedroom houses, 8 individual outreach units and 10 step down individual units. Current capacity of 84 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: 230404D07

Date: 18th April 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	



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25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	
26	Any breakages noted generally	√	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	1	No issue	
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.	√	3 washers and 3 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 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	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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 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 10/02/2023. Emergency lighting serviced on 10/02/2023. 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 15/12/2022. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 17/04/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	

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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	
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	

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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	84	No issues	
7	No. of available beds today	3	Beds already booked. No issues	
8	No. of service users booked in today	84	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	√	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	√	N/A in this case. 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 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			
	Intercultural awareness	√	No issues	
	Equality & Diversity			
	Safeguarding Vulnerable Adults	√	No issues	
Administering Naloxone/overdose treatment	√	No issues		
first aid				
A minimum of one staff member is available or are planning to undertake NFI/CCI 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	

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	28	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 17/04/2023	
31	How often are fire drill conducted on site?	√	Quarterly No issues	
32	Are there adequate fire escape route finder plans in the property?	X	None observed	Facility 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: 15/12/2022	
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	3	No issues	

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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	N/A	All self catering. 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	



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14	Weekly and monthly menus available and in use	√	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	

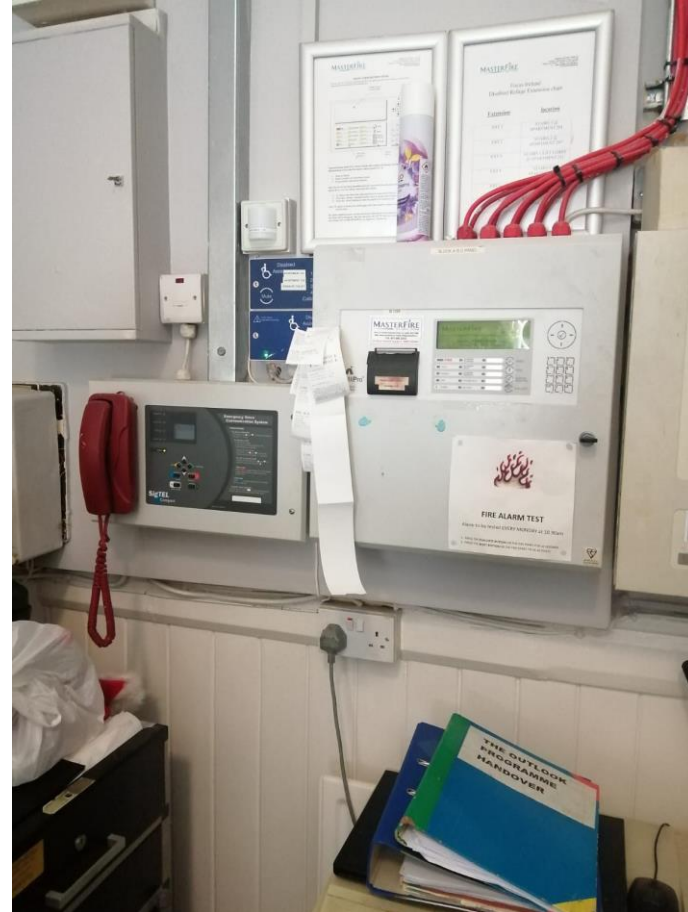
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3 Photos of Premises

Fire Extinguishers

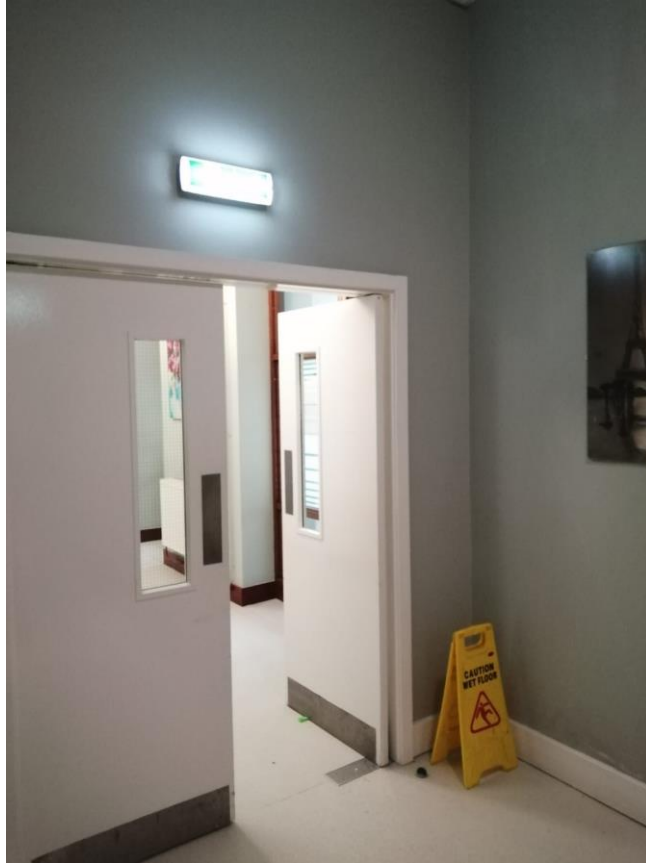


Fire Panel

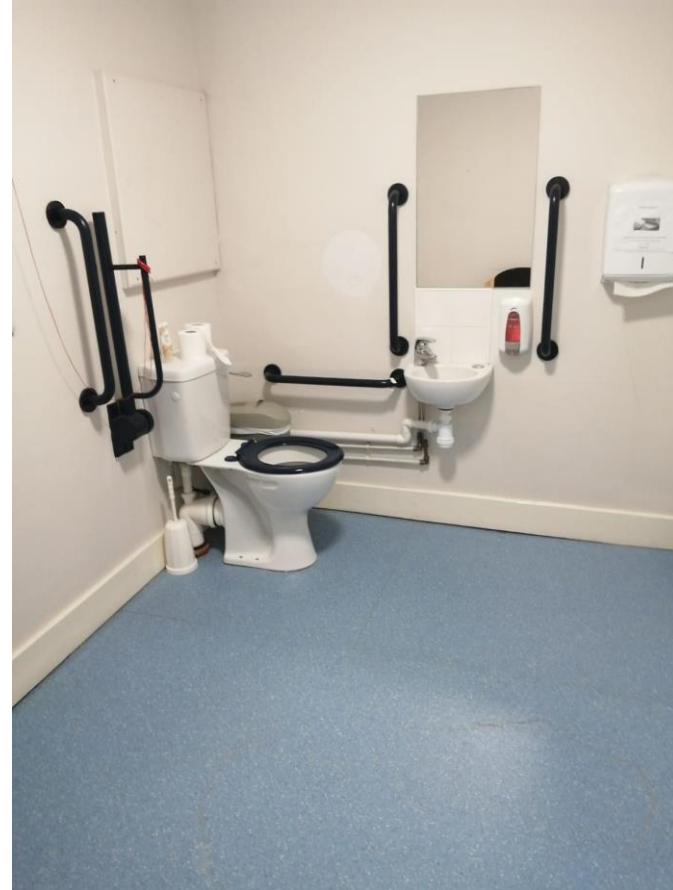


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Emergency Lighting



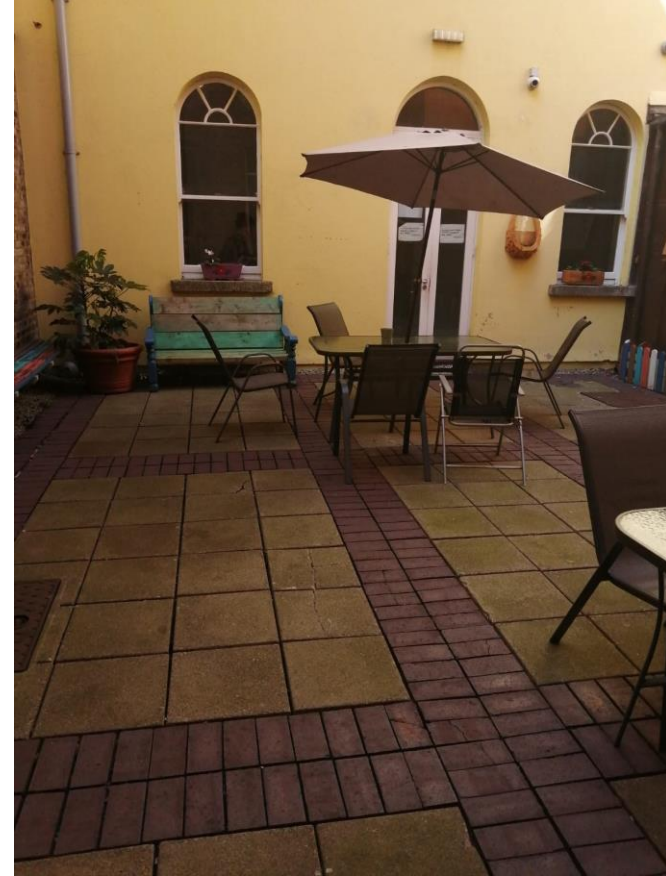
DAC Bathroom



Communal Area



Garden





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4 Conclusions

4.1.1 Inspectors Comments

Property 230404D07 is in a very good condition, current occupancy of 84 service users.
No fire escape route finder plans observed in the property.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Produce and display Fire Escape route finders.

4.1.3 Actions Concluded

The following actions have been 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

230405D07

27th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230405D07 – 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: 27th April 2023

Property Description: Property 230405D07 seven block mixed community housing males, females, families. Six blocks are for long term accommodation (LTA) and one block for short term accommodation (STA) for 18-25 year olds. All units are self contained, there are no communal areas or communal kitchens.

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: 230405D07

Date: 27th April 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	See Comments	
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	X	See Notes	
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	N/A	No Issues	
12	Condition of floor and wall finishes	✓	See Note	
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 paint would benefit the property	
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	5	See Notes	
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	Residents in LTA given grants to provide own furniture including mattress	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	X	Residents in LTA provide own TVs...TVs provided in STA block	
23	Free Wi-Fi available	X	No Wi-fi in LTA . Dongle provided in STA if required	



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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
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	0	No Issues	
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	X	Many areas could do with fresh paintwork	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	X	Mould showing on shower trays	
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	Not all bathrooms	
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	

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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	

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	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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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	✓	All units are self contained, residents cook for themselves	
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	X	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	None	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	Residents provide for themselves if required in LTA	
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	

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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	✓	Advised to install fire point on ground floor of Block 4	Install
60	Fire drill done in the last Quarter and date	✓	12/04/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	X	None in place currently	Recommended to download Template and utilize
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	X	Not Available at 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	

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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	✓	Facilities team on site	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	X	LTA provide for themselves STA available if required	
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	55	43 LTA 12 STA	
7	No. of available beds today	2	No Issues	
8	No. of service users booked in today	50	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	5	Beds unavailable due to work on windows. Used for decanting residents	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	Website for complaints, forms available for residents if required	

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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	
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 	X	To be updated	Training booked for STA next week Verify for LTA

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	<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 	<p>✓</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Training Planned</p> <p>Only in STA currently</p>	<p>Verify</p> <p>Verify</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	

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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	

Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	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	X	Fire Training Required	Verify
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 Evac plans visible, written procedures in corridors	Recommend Pictorial Plans
31	How often are fire drill conducted on site?	✓	Quarterly	
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	

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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	✓	Only in STA	
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	0	No Issues	
11	Drinking water available	✓	No Issues	
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	✓	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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Kitchen



Laundry Facility



Emergency Lighting



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230405D07 is work in progress to replace the sash windows in this protected structure. It has some impact on its use as five units are being used to decant residents when work effects each unit in turn. This reduces the occupancy, DRHE fully aware. It is expected that the work will finish in September 2023.

All blocks have separate entrance and exit, they are not interlinked, run by professional and caring staff.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Some of the older blocks look tired and would benefit with a new paint job.
- Some of the bathrooms need attention to prevent mould build up and leaks from showers.
- There are some training issues that need to be addressed and verified.
- Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage to be provided
- Personal Emergency Evacuation Plan to be displayed
- Advised to install fire point on ground floor of Block 4
- Not all bathrooms have a heat source
- No Wi-fi in Long Term Accommodations

4.1.3 Actions Concluded

The following actions have been 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

230406D07

12th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 - 230406D07 – Final

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- 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 4**
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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: 12th April 2023

Property Description: Property 230406D07 is a quiet and friendly residence. Forty Males in twenty four units. Run by a highly professional management and 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

Location: 230406D07

Date: 12th April 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	No Issues	
2	Overall atmosphere	✓	Quiet and friendly	
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	Request from DRHE changing room from double to single	
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 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	X	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	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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 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.	✓	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	✓	28/03/23	
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	
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	✓	Sales Force	

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	

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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	40	No Issues	
7	No. of available beds today	0	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	1	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	✓	Signed in at 24hr reception	
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	✓	Sales Force	
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 Photo 8	

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	

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	X	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	1 Service user fatality in January offsite	
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	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	Temperature checks of delivered food	
14	Weekly and monthly menus available and in use	✓	No Issues	
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	
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

Smoking Area



Fire Panel



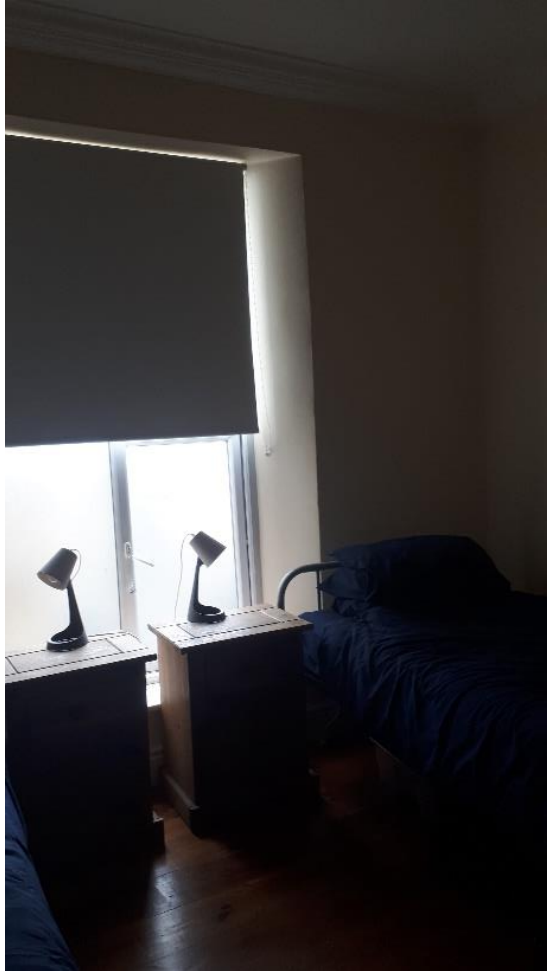
Food Delivery



Kitchen



Bedroom



Laundry





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4 Conclusions

4.1.1 Inspectors Comments

Property 230406D07 An excellent document control system with all certifications up to date and available. There is a high emphasis on the health, safety and welfare of the occupants, employing detailed risk assessments for all aspects. The building is in excellent condition and maintained to a high standard.

4.1.2 Actions of Property

There are no further actions for this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230407D07

12th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230407D07 – 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 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

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: 12th April 2023

Property Description: Property 230407D07 is a quiet and friendly residence. Twelves males in five units. The property is run by a highly professional management and 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

Location: 230407D07

Date: 12th April 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Quiet and friendly	
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	✓		
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	



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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	0	No Issues	
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	✓	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	

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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	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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

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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 Issues	
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	✓	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	✓	28/03/23	

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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	✓	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	✓	Sales Force	

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	

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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	✓	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	12	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	12	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	✓	Signed in at 24hr reception	

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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	✓	Sales Force	
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	✓	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	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	Temperature checks of delivered food	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	X	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

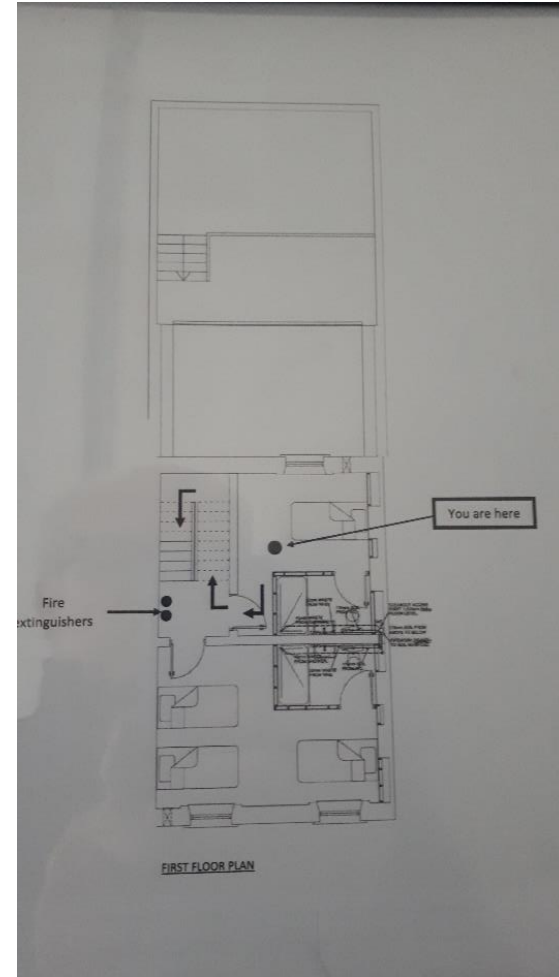


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Kitchen



Evacuation Plan



Smoking Area



Fire Points, Emergency Lighting





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4 Conclusions

4.1.1 Inspectors Comments

Property 230407D07 has an excellent document control system with all certifications up to date and available. There is a high emphasis on the health, safety and welfare of the occupants, employing detailed risk assessments for all aspects. The building is in excellent condition and maintained to a high standard.

4.1.2 Actions of Property

No further issues are required.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230408D07

25th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230408D07 – Final

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

1.2 Inspection Details

Inspector: C

Date: 25th April 2023

Property Description: Property 230408D07 is a busy and friendly period residence, the capacity of this property is 60.

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: 230408D07

Date: 25th April 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Active Friendly Premises	
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	✓	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	7	2 x Ensuite 2 Washrooms	
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	X	1 bathroom showing signs of mould , being repaired day of inspection	
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	Not Necessary	
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	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	✓	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	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.	✓	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	✓	28/03/23	
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	
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 Sales Force Internal maintenance Contractor	

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	60	No Issues	
7	No. of available beds today	2	No Issues	
8	No. of service users booked in today	58	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 Sales Force	
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	

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	X	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	

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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	10	Minor Issues dealt with inhouse	
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	1	1 hot meal delivered plus dry foods supplied	

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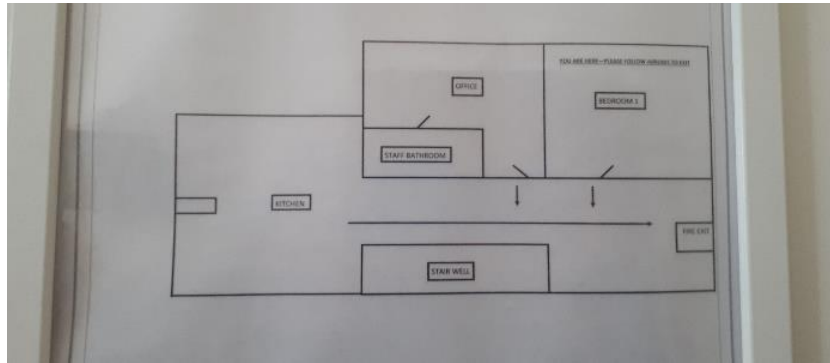
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	Weekly	
15	Last EHO report available if applicable	N/A	No Issues	

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 Escape Plans



Fire Panel



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Communal Area



Lockers





Bedroom



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230408D07 is a very professional staff with all documentation and certification up to date and available. Minor issues on report being dealt with on day of inspection by maintenance staff.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Confirm the mould has been repaired on shower tray as per day of inspection.

4.1.3 Actions Concluded

The following actions have been concluded:

- Confirmed the works on the bathroom have been completed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230409D07

25th April 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 23409D07 – Final

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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

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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: 25th April 2023

Property Description: Property 230409D07 houses twelve residents. A very homely and friendly atmosphere akin to a family home.

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: 230409D07

Date: 25th April 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	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	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	✓	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	



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25	Number of DAC bedrooms per facility	✓	None	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	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	
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	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	✓	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	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.	✓	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	✓	21/03/23	
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	
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 Sales Force	

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	✓	Staff	
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	15	No Issues	
7	No. of available beds today	0	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	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 Sales Force	
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	X	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	1	Resident with COPD taken to Hospital	
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	1	1 hot meal delivered plus dry foods supplied	
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	✓	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	✓	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

Bedroom



Fire Panel

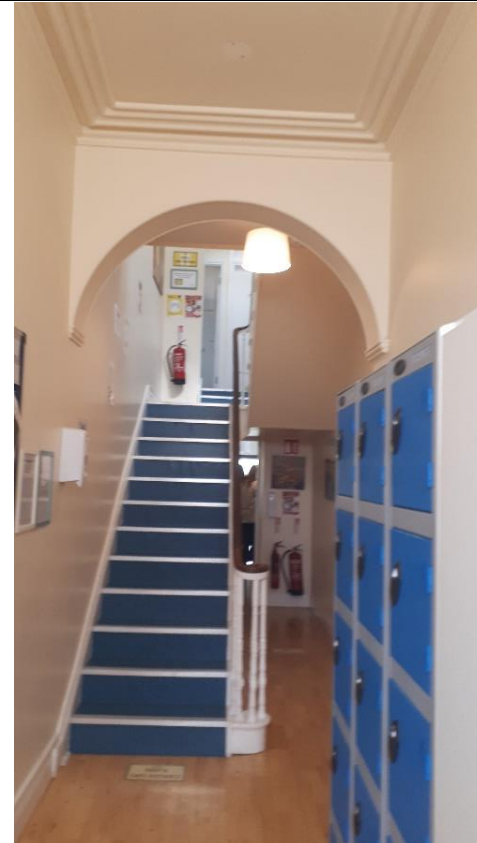


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Outside Area



Fire Extinguishers/Lockers



23501-230409D07

Notice Board



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230409D07 is well maintained, recently painted, and run by professional staff.

4.1.2 Actions of Property

No issues to note.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230501D01A

04th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 23050D01A – 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: 04th May 2023

Property Description: Property 230501D01A provides apartments for single men, women and 1 couple. Service users live in apartments independently with support available on site. There are 10 separate apartments comprising of a foyer, kitchen, living area, bathroom, and 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

Location: 230501D01A

Date: 04th May 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Good	Considerable amount of small maintenance work required	
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	✓	DCC are called	

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	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	X	There is one small area which has no emergency lighting.	
12	Condition of floor and wall finishes	X	Some cosmetic work may be required in areas.	
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	Painting and small maintenance	
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	✓	9 apartments: 10 Residents	
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	Service Users provide their own	
23	Free Wi-Fi available	X	Service Users provide their own	

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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	None	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All apartments 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	X	Apartments do not have their own washing machines.	
35	Roster or straightforward system for access in place for all residents	X	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	

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37	Sufficient numbers of washers and dryers available.	✓	Large industrial washer and drier	
38	Any repair issues	✓	Drier needs replacing	

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

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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 certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	02/5/23	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	X	With DCC	
63	Electrical certificates up to date	X	With 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	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 is the responsibility of organisation and DCC. Health and safety checks are carried out fortnightly with reports sent on to either the organisation or DCC	

THEME 1 - GOOD NEIGHBOURHOOD POLICY

Number	Item		Comments/Remarks	Actions
68	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
69	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	✓	Bed linen issued on check in and then responsibility of 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	10	No Issues	
7	No. of available beds today	10	No Issues	
8	No. of service users booked in today	10	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	

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13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓		
14	Register of occupants in place and residents entry/exit tracked in an electronic record	X	2 manual checks daily	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	X	Monthly return to DCC	
17	Vacancies returned within 24 hours at correct times	X	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: ✓ 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 	✓	All staff are qualified to a minimum of level 5 in social care or the equivalent discipline.	
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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	✓	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?	04.5.23	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	

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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	1	These are in the area of physical health emergencies and challenging behaviour.	
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	2	Reported	

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	✓	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.	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	



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11	Drinking water available	N/A	No Issues	
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 Extinguishers



Fire Panel



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Ceiling Leakage



Laundry Facility





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Bedroom



Kitchen





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4 Conclusions

4.1.1 Inspectors Comments

Property 230501D01A is furnished basically and provided with electrical goods for kitchen. There is a small laundry onsite as apartments do not have washing machines.

The service is operated by staff with an excellent knowledge of the facility and its service users and also an ambition to keep improving the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- The property needs some maintenance mostly cosmetic due to wear and tear, however there are some leaks that should be addressed asap.
- Gas service records ex. RGI Cert to be provided.
- Electrical certificates up to date to be provided.
- water tanks up to date Annual Certificate to be provided.
- Drier needs replacing
- There is one small area which has no emergency lighting.

4.1.3 Actions Concluded

The following actions have been concluded:

- The service provider is currently working on providing the outstanding electrical certs, these will be provided by the end of quarter 4 2023.
 - Emergency Lighting has been installed in the small area.
 - Gas and water certs provided to DCC.
 - Drier has been replaced.
 - Maintenance mostly cosmetic due to wear and tear has been completed, the leaks have been addressed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230501D01B

04th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	03rd October 2023
Reference	23501 – 230501D01B – Final

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- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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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: 04th May 2023

Property Description: Property 230501D01B is for single men and women. There are 3 double occupancy rooms and 31 singles. There are also 2 cold weather beds at this 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

Location: 230501D01B

Date: 04th May 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Very Good	
2	Overall atmosphere	✓	Very Good	
3	Thermostatically controlled heating	✓	No Issues	
4	CCTV in common areas	✓	No Issues	
5	Pest control policy in place	✓	A weekly Health and safety check is carried out throughout.	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	Very 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	

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	✓	31 Single rooms and 3 Double Occupancy	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	2	1 Reserved for Isolation and 1 being renovated.	
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 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	None	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	All	All bathrooms are shared and divided by floor. The largest share is 11 service users sharing 3 toilets and 2 showers.	
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	✓	There is one toilet out of order and a plumbing problem in one of the shower units causing a bad smell. Both in basement areas of accommodation.	

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	✓	Sign in process	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	2 washers and 1 drier. There is a plan in place to remodel and expand this facility.	
38	Any repair issues	✓	Drier needs replacing	

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
42	Kitchen and storage areas clean and in good repair	✓	No Issues	
43	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
44	Lighting bright and fittings in good repair	✓	No Issues	
45	CCTV in place to cover the area/area monitored	✓	No Issues	
46	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
47	Most recent EHO inspection report available if applicable	N/A	No Issues	

23501 – 230501D01B

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
59	Fire log in place and all relevant information is recorded.	✓	No Issues	
60	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	
61	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			
62	Fire drill done in the last Quarter and date	25/4/23	No Issues	
63	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	Revised plans being printed	
64	Gas service records ex. RGI Cert	X	With DCC	
65	Electrical certificates up to date	X	With DCC	

THEME 1 - WATER TANKS

Number	Item		Comments/Remarks	Actions
66	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	With DCC	

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
67	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Maintenance is the responsibility of the organisation and DCC. Health and safety checks are carried out fortnightly with reports sent on to either the organisation or DCC	

THEME 1 - GOOD NEIGHBOURHOOD POLICY

Number	Item		Comments/Remarks	Actions
68	Staff aware of responsibilities and Policy document available for review	✓	No Issues	

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69	Evidence of managing issues arising available for review	✓	3 Checks daily throughout	
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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	34	No Issues	
7	No. of available beds today	34	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	2	1 Reserved for Isolation and 1 being renovated.	
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	X	2 manual checks daily	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	Monthly return to DCC	
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	

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	<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 	<p>✓</p> <p>✓</p>	All staff are qualified to a minimum of level 5 in social care or the equivalent discipline.	

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	✓	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 25.4.23	
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	

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	10	These are in the area of physical health emergencies and challenging behaviour.	
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	1	Reported	

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	✓	Face masks still in use by staff. 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.	N/A	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	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

3 Photos of Premises

Fire Extinguishers



Kitchen



Dining Area



Laundry Facility



Bedroom



Bathroom





4 Conclusions

4.1.1 Inspectors Comments

Property 230501D01B has a small laundry onsite with plans to remodel to ensure capacity and fit for purpose of service users. The kitchen and dining areas are clean, well maintained and serve as a meeting point for service users.

The service is operated by staff with an excellent knowledge of the facility and its service users and a clear plan for improving the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- The property needs some maintenance in the basement area for an out of order toilet and a plumbing problem in a shower area.
- Fire escape route finder plans been updated
- Drier needs replacing
- Gas service records ex. RGI Cert
- Electrical certificates up to date
- Water tanks up to date Annual Certificate to be provided

4.1.3 Actions Concluded

The following actions have been concluded:

- Outstanding certs have been provided to DCC.
 - Fire escape route finder plans are being printed and will be displayed.
 - 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

230502D01

04th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230502D01 – 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: 04th May 2023

Property Description: Property 230502D01 provides apartments for single men, women and couples. Service users live in apartments independently with support available on site. There are 16 separate apartments comprising of a foyer, kitchen, living area, bathroom, and 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

Location: 230502D01

Date: 04th May 2023

Inspector: C

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

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	Good	
7	Streetscape clean and free from rubbish	✓	Rubbish is bagged and collected daily from the front of the building.	
8	Regular outside checks	✓	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	✓	External Stairs to basement apartment may be slippery in wet weather.	

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	X	Some cosmetic work may be required in areas.	
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	X	One double apartment is being turned over as a service user has moved on and it is being prepared for the next resident.	
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.	N/A	Service Users provide their own	
23	Free Wi-Fi available	N/A	Service Users provide their own	

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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	None	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	N/A	All apartments 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	N/A	All apartments have their own washing machines.	
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	N/A	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	N/A	No Issues	
40	CCTV in place to cover the area/area monitored	N/A	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	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	

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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	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	27/4/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	X	With DCC	To be provided
63	Electrical certificates up to date	X	With DCC	To be provided

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	With DCC	To be provided

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 is the responsibility of the organisation and DCC. Health and safety checks are carried out fortnightly with reports sent on to either the organisation and DCC	

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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	✓	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	X	No Issues - 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	17	No Issues	
7	No. of available beds today	17	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	2	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	X	2 manual checks daily	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	X	Monthly return to DCC	
17	Vacancies returned within 24 hours at correct times	X	No, 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	✓	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) 			
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 	✓	All staff are qualified to a minimum of level 5 in social care or the equivalent discipline.	

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	✓	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 27.4.23	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	Each resident has a specific evacuation plan.	
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	8	These are in the area of physical health emergencies and challenging behaviour.	
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	✓	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.	N/A	No Issues	

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

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	In compliance with Food Hygiene Legislation			
11	Drinking water available	N/A	No Issues	
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 Extinguishers



Fire Panel



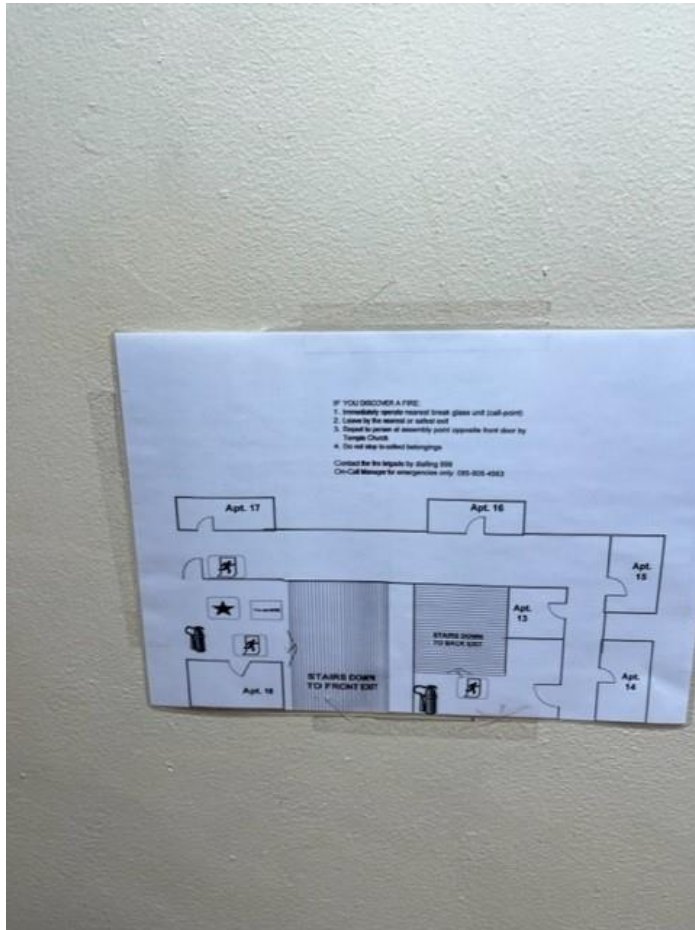
Apartment Living Space



Apartment Kitchen



Emergency Escape Route



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230502D01 is furnished basically and provided with electrical goods for kitchen. The property needs small maintenance mostly cosmetic due to wear and tear and the age of the building. The service is operated by staff with an excellent knowledge of the facility and its service users.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Gas service records ex. RGI Cert to be provided.
- Electrical certificates up to date to be provided.
- Cleaning and service schedule for water tanks to be provided.

4.1.3 Actions Concluded

The following actions have been concluded:

- The service provider is currently working on providing the outstanding certs, these will be provided by the end of quarter 4 2023.
-



Eamon O'Boyle
and Associates

chartered fire engineers &
event safety consultants



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230503K67

05th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230503K67 – Final

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1 Introduction

1.1 Overview

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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: 05th May 2023

Property Description: Property 230503K67 a very friendly and peaceful atmosphere in this family run hub.

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: 230503K67

Date: 05th May 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good	
2	Overall atmosphere	✓	Friendly family atmosphere	
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	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	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	
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	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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	✓	Staff complete	
52	Most recent EHO inspection report available if applicable	N/A	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.	✓	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	✓	08/03/23	
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	
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 Sales Force	

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	✓	Staff	
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	15	No Issues	
7	No. of available beds today	1	No Issues	
8	No. of service users booked in today	12	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	✓	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 	✓ ✓ ✓ ✓ ✓ ✓ ✓	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	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 provide for themselves in shared kitchen	
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	X	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

Communal Area



Fire Panel



Kitchen



Laundry Facility





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Bedroom



Outside





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4 Conclusions

4.1.1 Inspectors Comments

Property 230503K67 all documents and certs up to date and available. Staff professional and caring, no issues to note in this premises.

4.1.2 Actions of the Property

No further action is required from this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230505K36

11th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230505K36 – 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: 11th May 2023

Property Description: Property 230505K36 has 21 self contained units housing 27 adults and 52 children. They are independent self sufficient family units supported by a very professional and understaffed team.

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: 230505K36

Date: 11th May 2023

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	X	See Notes	
2	Overall atmosphere	✓	Family orientated	
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	X	See Notes	See Notes
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	N/A	N/A	
12	Condition of floor and wall finishes	N/A	N/A	
13	Internal CCTV available	N/A	N/A	
14	Appropriate lighting and fixtures	N/A	N/A	
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	✓	Number fluctuates	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	2	1 Unit getting refurb after LTA 2nd Unit out of order due to water leak, awaiting quote for repair	
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	Residents provide	
23	Free Wi-Fi available	X	Residents provide	



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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	0	No Issues	
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	
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	N/A Machines in Units	
35	Roster or straightforward system for access in place for all residents	N/A	N/A	
36	CCTV in place in the laundry area	N/A	N/A	

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37	Sufficient numbers of washers and dryers available.	N/A	N/A	
38	Any repair issues	N/A	N/A	

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	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	Each unit with own kitchen	
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	N/A	N/A	
51	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
52	Most recent EHO inspection report available if applicable	N/A	N/A	
53	Suitable utensils and cookware available	N/A	N/A	
54	Dishwasher/s available	N/A	N/A	
55	Any breakages noted generally	N/A	N/A	
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 Awaiting quote for new fire panel	
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	✓	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	Seeking Contractor	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	Seeking contractor	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	

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	21 Units	Bed Numbers fluctuate	
7	No. of available beds today	0	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	2	Maintenance, reported to DRHE	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	3	On quarterly KPIs for DRHE and HSE	

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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	
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	

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	<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 	<p>✓</p> <p>✓</p> <p>X</p> <p>X</p> <p>X</p> <p>✓</p> <p>N/A</p>	<p>New and Refresher Training Scheduled</p> <p>Follow up on Training</p> <p>Developing policy on this</p>	<p>Verify</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	

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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	X	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?	X	Recommend basic fire escape plans in units	Implement
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	

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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	1	Reported and logged	

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	Developing Policy	
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	

23501 – 230505K36

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

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 – 230505K36

3 Photos of Premises

Exterior of Building



Fire Panel



Kitchen



Outside Area





Bedroom



Bathroom



4 Conclusions

4.1.1 Inspectors Comments

Property 230505K36 will have new staff commencing shortly. The building is showing some cracks on its exterior which needs to be assessed by a professional, Although only painted five years ago, it could do with a fresh coat. The team are also awaiting a quote for installation of a new fire panel. Existing panel is in working order but is 18 years old and needs an upgrade.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Professional to review the exterior of the building
- Upgrade of the fire panel
- Naloxone policy to be finalised
- Fire Escape plans to be implemented
- Training to be followed up on
- Electrical cert to be provided
- Water cert to be provided
- Two units out of order, to be resolved

4.1.3 Actions Concluded

The following actions have been concluded:

- The property has engaged with a contractor to review the exterior of the building
 - The property has engaged with a fire consultant to upgrade the fire panel
 - The property have engaged with the HSE to finalise the Naloxone policy
 - Fire escape plans have been provided and displayed in the property
 - The training has been completed
 - Water cert has been provided
 - 1st unit now occupied, 2nd unit still with insurance assessor to determine the next step, significant damage in this unit due to flooding.
 - Electrical testing will be completed by the end of Q4.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230506D01

25th May 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 - 230506D01 – 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: B

Date: 25th May 2023

Property Description: Property 230506D01 provides LTA and STA accommodation for single men and women referred by DCC. There are 99 bed spaces. 60 apartments LTA and 39 single STA ensuite rooms.

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: 230506D01

Date: 25th May 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Very Good	
2	Overall atmosphere	✓	Very 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	✓	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	

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	✓	60 single Apartments 39 single rooms	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	3	2 apartments and 1 room being turned over for occupancy	
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	✓	Apartments responsible for their own	
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	0	All are ensuite	
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	✓	Facility for residents to leave in laundry to be done	
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.	✓	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	✓	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	✓	Food is cooked and prepared at a central location.	
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	

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	

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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 certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	2/3/23	
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	
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	✓	Maintenance is the responsibility of organisation	

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	99	No Issues	
7	No. of available beds today	96	No Issues	
8	No. of service users booked in today	96	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	manual checks	
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 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	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	✓	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 2.3.2023	
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?	✓	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	2	These are in the area of physical health emergencies and challenging behaviour.	
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	✓	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.	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	4	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	X	No Issues	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	N/A	Visual checks	
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 Extinguishers



Fire Panel



Communal Area



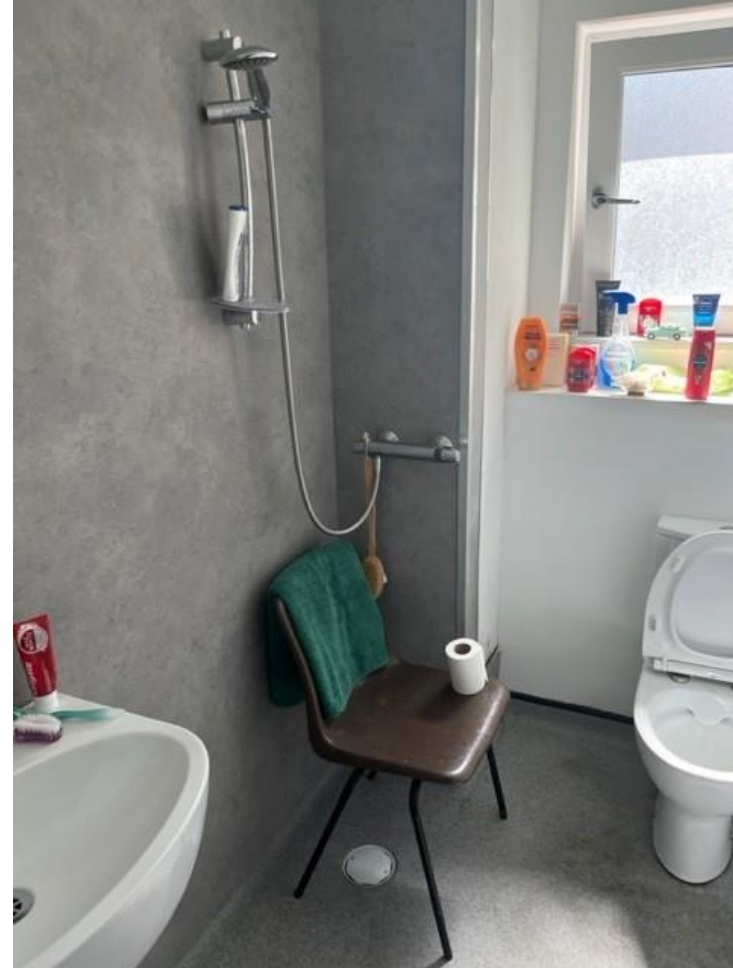
Laundry Facility



Kitchen



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230506D01 This is a large spacious building and site. Communal areas are large and bright. The building is well maintained to the needs of the service users with ongoing maintenance and planning. All food is prepared and cooked on site and service users' book in and pay for their meals. The kitchen is well run and spacious.

The service is operated by staff with an excellent knowledge of the facility and its service users.

4.1.2 Actions of the Property

No further actions are required from this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230606D02

13th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230606D02 – Final

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

1.2 Inspection Details

Inspector: A

Date: 13th June 2023

Property Description: Property 230606D02 provides food and advice services to service users. Food is provided at reduced rates.

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: 230606D02

Date: 13th June 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	N/A	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	N/A	No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	N/A	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	N/A	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	N/A	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	N/A	No issues	
23	Free Wi-Fi available	N/A	No issues	

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	N/A	No issues	
25	Number of DAC bedrooms per facility	N/A	No issues	
26	Any breakages noted generally	N/A	No issues	

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

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37	Sufficient numbers of washers and dryers available.	N/A	No issues	
38	Any repair issues	N/A	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	N/A	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 (Jan 2023)	

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	

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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.	√	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 10/06/2023. Emergency lighting serviced on 10/06/2023.	
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	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 21/02/2023.	Last fire drill done in Feb, needs to be done for the next quarter

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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 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	Facility Management 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	

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

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

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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	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	N/A	No issues	
17	Vacancies returned within 24 hours at correct times	N/A	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 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	√	No issues	
• 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	N/A	No issues	
23	Staff well presented, informed and helpful	√	No issues	
24	Staff interaction with residents professional and friendly	N/A	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	7	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 21/02/2023	
31	How often are fire drill conducted on site?	√	Quarterly	Last fire drill done in Feb, needs to be done for the next quarter
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	√	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	170	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	√	Daily menu. 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

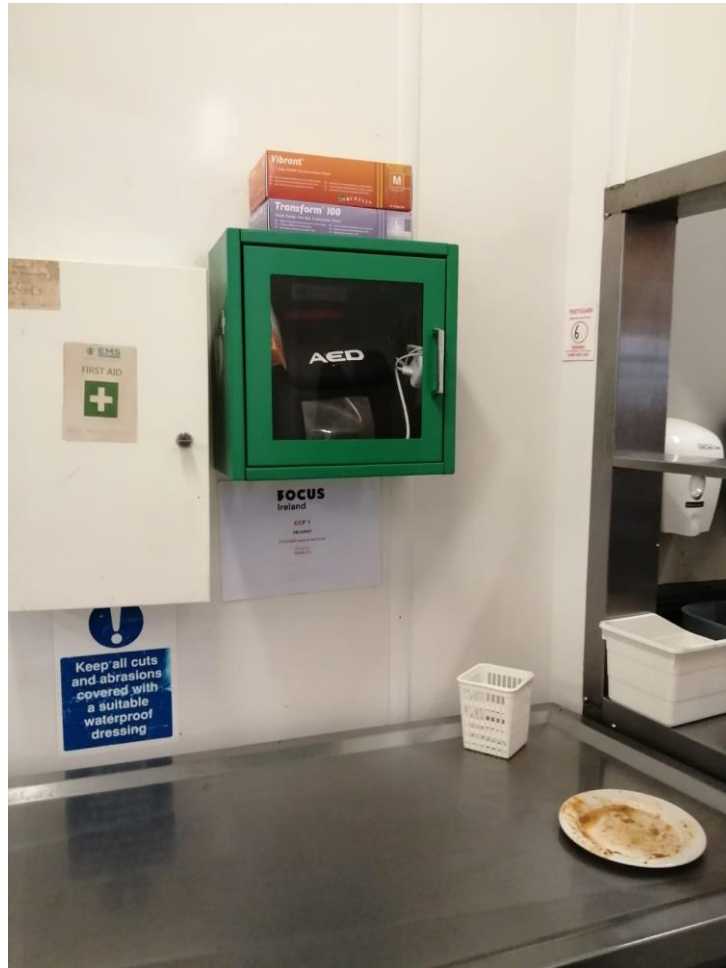


Fire Panel



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First Aid



Kitchen





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4 Conclusions

4.1.1 Inspectors Comments

Property 23606D02 provides food and advice services to service users, food is provided at reduced rates. Property is in a 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 and informed that these certificates are with DCC.
- Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.
- Fire drill to be completed.

4.1.3 Actions Concluded

The following actions have been concluded:

- Fire drills have been completed quarterly.
 - All outstanding certs have been received by DCC.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230608D02

13th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230608D02 – 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: 13th June 2023

Property Description: Property 230608D02 is designated for females only. Property was refurbished in 2021, consists of 4 floors. There are 5 bedrooms, 4 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
-

2 Site Inspection Checklist

Inspection Checklist

Location: 230608D02

Date: 13th June 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	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	0	No issues	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	No issues	
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	√	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	√	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 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	

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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 14/02/2023. Emergency lighting serviced on 14/02/2023.	Due for next service
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 31/01/2023 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 21/03/2023.	

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			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	N/A	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	

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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	20	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	20	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	1	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	

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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	√	Sign in/out system. 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	

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	√	No issues	
• 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	√	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	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	2	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 21/03/2023	
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: 31/01/2023	
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	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	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	20 X 3	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

Fire Extinguishers



Fire Panel

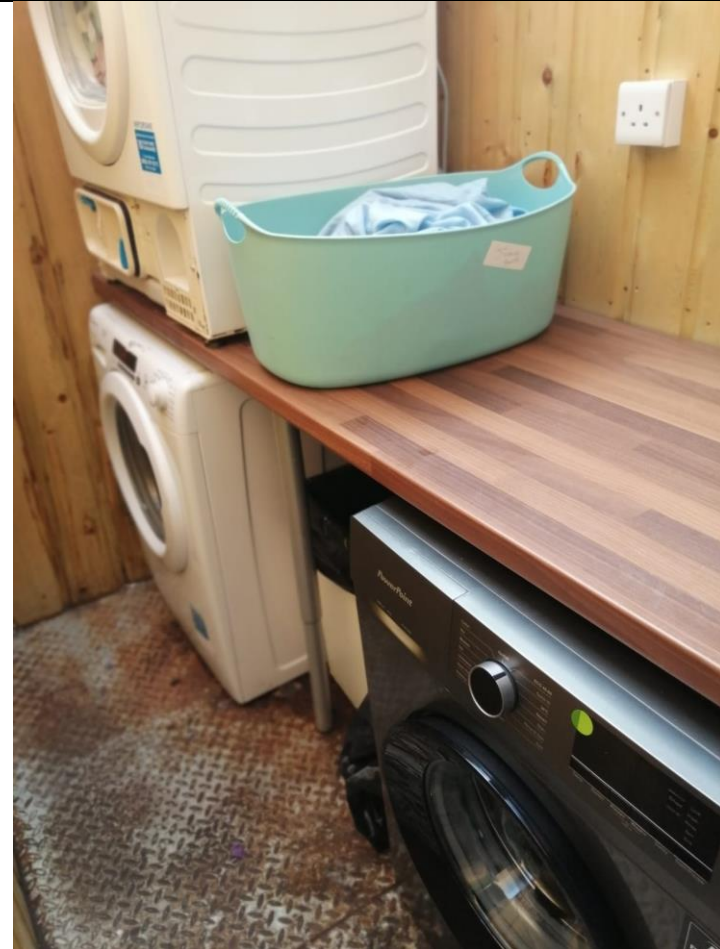


23501 – 230608D02

Emergency Lighting

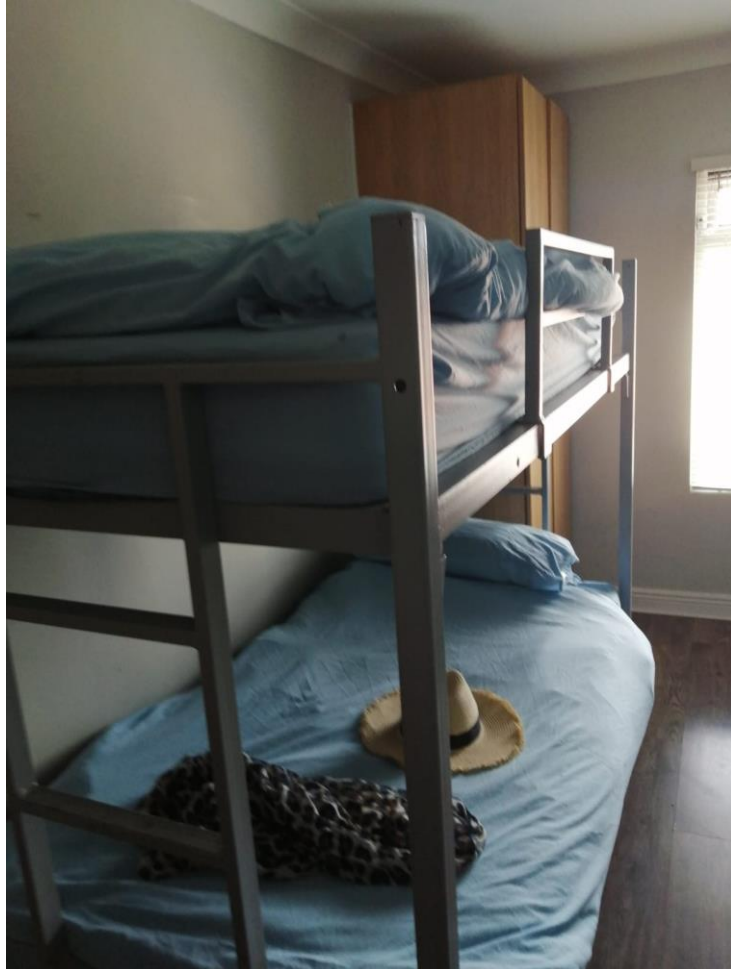


Laundry Facility

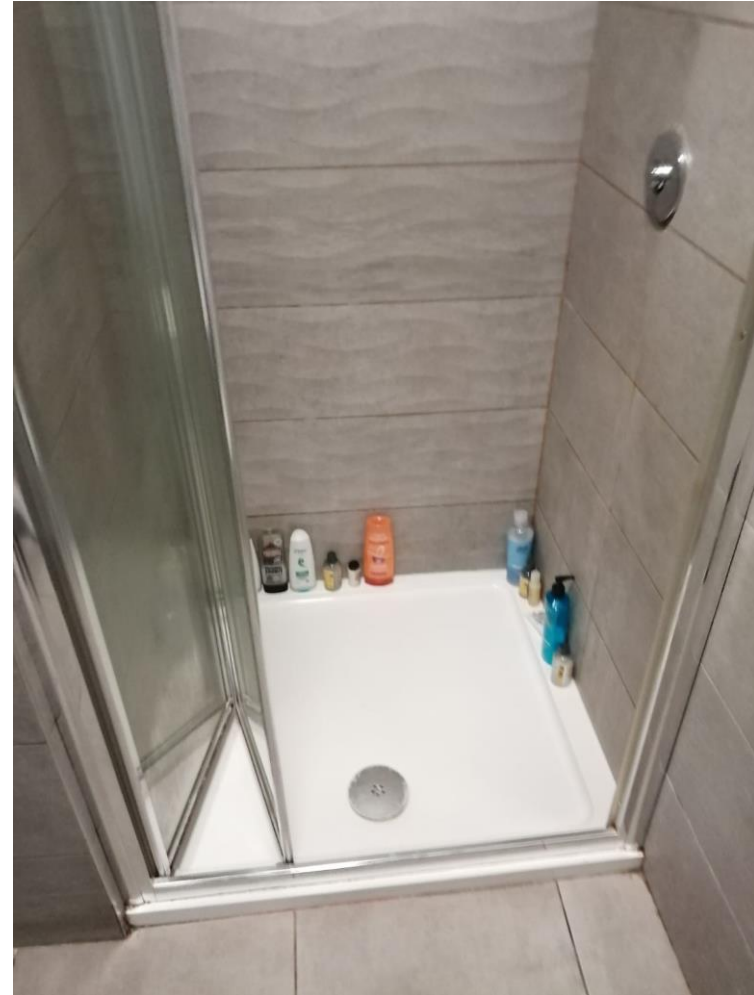




Bedroom



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230608D02 current occupancy of 20 service users. Property is designated for females only.

Property is in a good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Fire alarm, emergency lighting to be serviced.

4.1.3 Actions Concluded

- The following actions have been 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

230609D11

15th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230609D11 – Final

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- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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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: 15th June 2023

Property Description: Property 230609D11 caters for 13 families in a semi - independent setting. Each family has its own living area, bathroom, and bedrooms. Each family unit shares a kitchen and dining area with one other family. The family units have support available on site.

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: 230609D11

Date: 15th June 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	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	✓	Very Good	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	Hourly	
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	✓	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	✓	13 Family Units	22 Adults and 29 Children
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	Service Users provide their own	
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	None	
26	Any breakages noted generally	X	No Issues	

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.	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	✓	Each shared kitchen has its own washing machine	
35	Roster or straightforward system for access in place for all residents	X	Long term	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	1 per 2 families.	
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
42	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	✓	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	23/5/23	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	

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 is the responsibility of property and a contractor is used with all issues listed on salesforce.	

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 staff	
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	X	Bed linen issued on check in and then responsibility of 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	51	No Issues	
7	No. of available beds today	51	No Issues	
8	No. of service users booked in today	51	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	X	Manual Checks	
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 ✓ 		There is training ongoing and it occurs frequently.	
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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	✓	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	

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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	✓	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.	NA	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	✓	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	✓	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	X	None to date	

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



Fire Panel



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Emergency Lighting



Laundry Facility



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Bedroom



Kids play area





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4 Conclusions

4.1.1 Inspectors Comments

Property 230609D11 layout of the facility allows as much privacy as possible for a family residing on a landing which is self-contained sharing kitchen and dining facilities. The property work appears to be in very good condition with the property using an outside contractor for its maintenance needs.

The facility is run and managed in a very family centric manner with areas adapted for children inside and outside. The service is operated by staff with an excellent knowledge of the facility and its service users and an ambition to keep improving the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Heat source for the bathrooms should be investigated.

4.1.3 Actions Concluded

The following actions have been 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

230610D11

15th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230610D11 – 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: 15th June 2023

Property Description: Property 230610D11 caters for men with complex physical and mental health needs. There are 5 men living in single rooms.

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: 230610D11

Date: 15th June 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	No Issue	
2	Overall atmosphere	Very Good	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	Very Good	No Issue	
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	

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	✓	Ongoing maintenance due to the complex needs of residents	
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	✓	All single rooms -5 males	
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	X	No Issue	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issue	

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	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.	X	No heat source	
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	✓	Service users are encouraged to do their own but there is always support available.	
35	Roster or straightforward system for access in place for all residents	X	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	✓	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	N/A	No Issue	
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	X	None 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	24/4/23	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	✓	No Issue	
63	Electrical certificates up to date	X	Forward 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 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	✓	Maintenance is the responsibility of the property and a contractor is used with all issues listed on salesforce.	

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	✓	In house staff	
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	X	Bed linen issued on check in and then responsibility of service users	
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	5	No Issue	
7	No. of available beds today	5	No Issue	
8	No. of service users booked in today	5	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.	✓	No children onsite but displayed. 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	X	Manual Checks	
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: ✓ 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	

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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	✓	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 24.4.2023	
31	How often are fire drill conducted on site?	Quarterly	No Issue	
32	Are there adequate fire escape route finder plans in the property?	✓	Detailed evacuation plans are available for all residents	
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	✓	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.	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	1	Cooked onsite by a staff member	
11	Drinking water available	✓	No Issue	

23501 – 230610D11

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	X	No Issue	
15	Last EHO report available if applicable	X	No report to date	

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	

23501 – 230610D11

3 Photos of Premises

Fire Extinguishers



Fire Panel



23501 – 230610D11

Communal Area



Laundry Facility



Bedroom



Bathroom





23501 – 230610D11

4 Conclusions

4.1.1 Inspectors Comments

Property 230610D11 is bright and spacious with comfortable well maintained communal areas inside and out. The property work appears to be in very good condition with the property using a contractor for its maintenance needs. The complex needs of the residents require ongoing amounts of lower level maintenance and an increased awareness of housekeeping. The staff are keenly aware and prepared for this.

The service is operated by staff with an excellent knowledge of the facility and its service users.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Electrical certificates to be provided.
- Heat source for bathrooms to be investigated.

4.1.3 Actions Concluded

The following actions have been 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

230611A94

15th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230611A94 – 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: 15th June 2023

Property Description: Property 230611A94 caters for 17 families in a semi - independent setting. Each family has its own living area, bathroom, and bedrooms. Families share a kitchen and dining area. This is a large area with ample cooking and food preparation areas and facilities. The family units have support available on site.

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: 230611A94

Date: 15th June 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	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	Very 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	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	✓	17 Family Units -20 Adults and 30 Children	
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 Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	✓	All Units	



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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	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.	X	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	✓	6 washers and 6 dryers	
35	Roster or straightforward system for access in place for all residents	✓	Sign in and out	
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	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	✓	No Issues	
52	Most recent EHO inspection report available if applicable	X	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.	✓	No Issues	
68	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	26/5/23	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	

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 is the responsibility of PVVT and Rubicon is the contractor used with all issues listed on salesforce.	

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	X	Bed linen issued on check in and then responsibility of 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	50	No Issues	
7	No. of available beds today	50	No Issues	
8	No. of service users booked in today	50	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	X	Manual Checks	
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	

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 ✓ 		There is training ongoing and it occurs frequently.	
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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	✓	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	

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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	8	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	✓	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.	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	✓	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	✓	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	X	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 Extinguishers

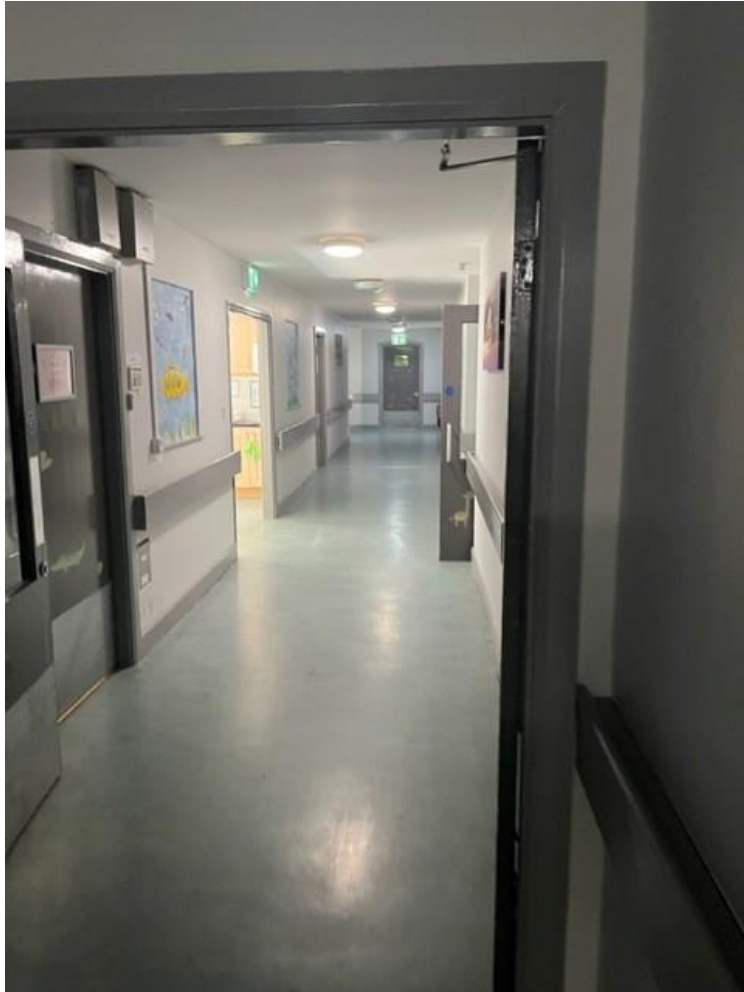


Fire Panel



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Emergency Lighting



Laundry Facility



23501 – 230611A94

Communal Area



Bathroom





4 Conclusions

4.1.1 Inspectors Comments

Property 230611A94 layout of the facility allows as much privacy as possible for a family. There are several communal areas that are adapted and decorated for children and families, including a sensory room. The property appears to be in very good condition using an outside contractor for its maintenance needs and all issues recorder on salesforce. The facility is run and managed in a very family centric manner with areas adapted for children inside and outside.

The service is operated by staff with an excellent knowledge of the facility and its service users and an ambition to keep improving the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- No heat source in the bathrooms, to be investigated.
- No WIFI available for the facility users

4.1.3 Actions Concluded

The following actions have been 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

230612A94

15th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02nd October 2023
Reference	23501 – 230612A94 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
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1 Introduction

1.1 Overview

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The Homeless Accommodation Inspection Service will encompass the following elements:

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- 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: 15th June 2023

Property Description: Property 230612A94 has 6 apartments for families in an independent setting. Each family has its own living area, fully equipped kitchen bathroom, and bedrooms. The family units have support available on site. The apartments are equipped with all electrical good and furnishings.

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.

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- Provision of inspection regime that provides an assurance to the Contracting Authority and the residents of compliance with standards
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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: 230612A94

Date: 15th June 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	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	Very 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	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	✓	6 Apartments	
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 Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	X	No Issues	



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

23501 –230612A94

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

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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	X	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	26/5/23	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	N/A	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	✓	Maintenance is the responsibility of the property and a contractor is used with all issues listed on salesforce.	

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	X	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	X	Bed linen issued on check in and then responsibility of 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	25	No Issues	
7	No. of available beds today	25	No Issues	
8	No. of service users booked in today	25	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	X	Manual Checks	
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: ✓ 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	✓	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 26.5.23	
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	

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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	✓	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.	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	✓	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	X	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 Extinguishers

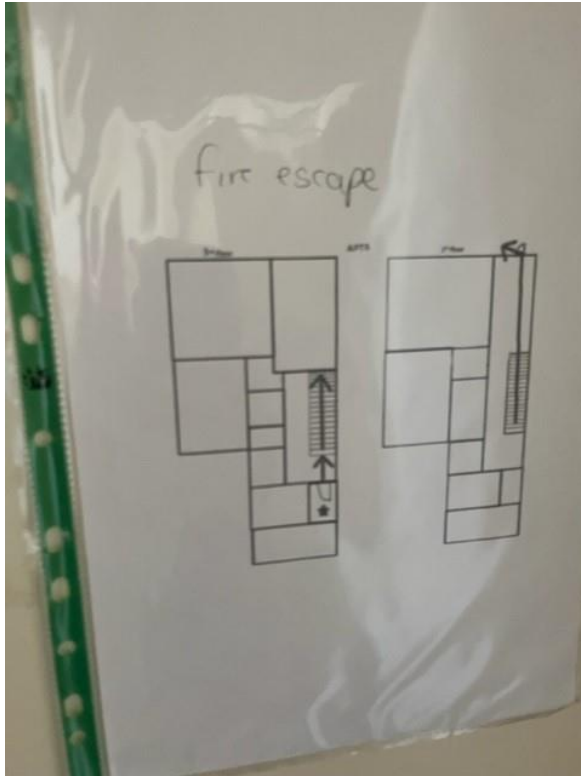


Fire Panel



23501 -230612A94

Fire Escape



Laundry Facility





23501 -230612A94



Bedroom



Bathroom





23501 -230612A94

4 Conclusions

4.1.1 Inspectors Comments

Property 230612A94 allows families to live independently in an own front door facility.

The property appears to be in very good condition using an outside contractor for its maintenance needs and all issues recorder on salesforce. The facility is run and managed in a very family centric manner with areas adapted for children inside and outside.

The service is operated by staff with an excellent knowledge of the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- No heat sources in bathrooms, to be investigated.

4.1.3 Actions Concluded

The following actions have been 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

230613D02

13th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230613D02 – Final

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 - 1.1 Overview..... 1**
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 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
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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: 13th June 2023

Property Description: Property 230613D02 is designated for males only. Property was refurbished in 2018, consists of 4 floors in one section and 2 floors in the other section.

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: 230613D02

Date: 13th June 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	

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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	

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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	24	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	
37	Sufficient numbers of washers and dryers available.	√	8 washers and 8 dryers on premises. No issues	
38	Any repair issues	√	One washer needs repair	

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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 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	
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 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	

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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	√	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 29/03/2023. Emergency lighting serviced on 29/03/2023.	
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 14/09/2022 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 27/03/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	

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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	
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	

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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	125	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	125	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	√	Sign in/out system. 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	
		√	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	√	No issues	
• 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	√	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	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	10	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 27/03/2023	
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: 14/09/2022	
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	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	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	125 X 3	No issues	
11	Drinking water available	√	No issues	



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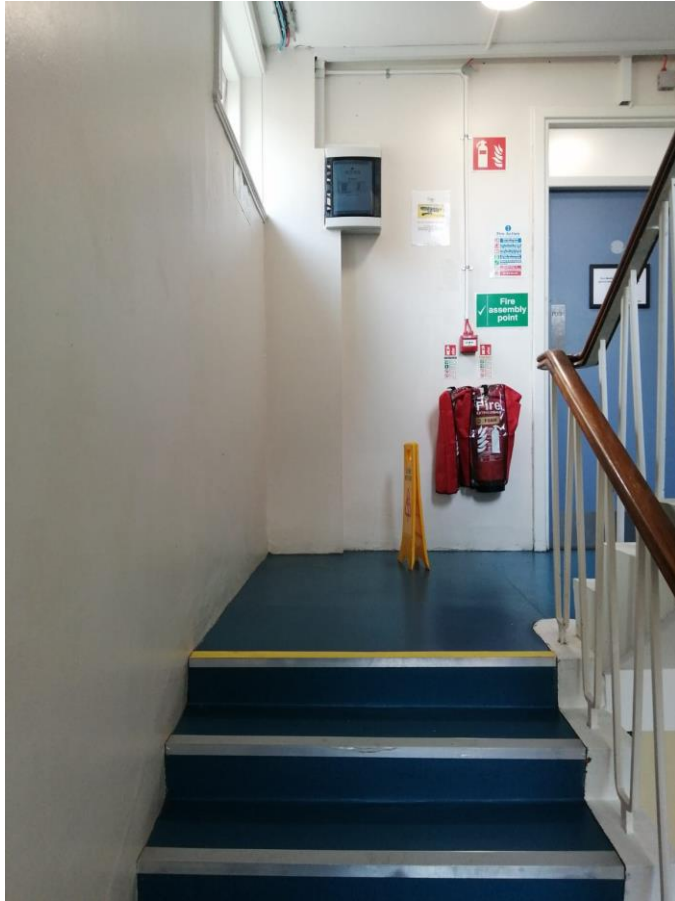
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	No issues	
15	Last EHO report available if applicable	√	No inspection to date	

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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Emergency Lighting



Laundry Facility



Bedroom



Communal Area





23501 –230613D02

4 Conclusions

4.1.1 Inspectors Comments

Property 230613D02 Current occupancy of 125 service users, property is designated for males only. Property is in a good condition.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- One washing machine required repair on day of inspection.

4.1.3 Actions Concluded

The following actions have been concluded:

- Washing machine has been fixed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230614A96

19th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230614A96 – Final

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 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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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: 19th June 2023

Property Description: Property 230614A96 has 5 (2 bed) apartments for men over 18years in an independent setting. Each apartment has its own hallway, living area, fully equipped kitchen bathroom, and double occupancy bedroom. The service users have support available on site. The apartments are equipped with all electrical good and furnishings.

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: 230614A96

Date: 19th June 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	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	✓	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	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	✓	5 Apartments 2 men per 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.	✓	No Issues	
23	Free Wi-Fi available	X	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	X	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 apartments 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.	X	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	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	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 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
49	Kitchen and storage areas clean and in good repair	N/A	No Issues	
50	Furniture and floor/wall finishing's suitable and in good repair	N/A	No Issues	
51	Lighting bright and fittings in good repair	✓	No Issues	

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
59	Fire log in place and all relevant information is recorded.	✓	No Issues	
60	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	
61	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
62	Fire drill done in the last Quarter and date	19/4/23	No Issues	
63	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
64	Gas service records ex. RGI Cert	✓	No Issues	
65	Electrical certificates up to date	✓	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
66	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
67	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Maintenance is the responsibility of the property and the contractor used with all issues listed on salesforce.	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
68	Staff aware of responsibilities and Policy document available for review	✓	No Issues	
69	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	X	Independent apartments	
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	X	Bed linen issued on check in and then responsibility of 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	10	No Issues	
7	No. of available beds today	10	No Issues	
8	No. of service users booked in today	8	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	2	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	X	Manual Checks	
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 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	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	✓	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 19.4.23	
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	

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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	✓	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.	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	✓	No Issues	

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



Fire Panel



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Kitchen



Fire Escape Plan





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Bedroom



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230614A96 facility allows participants to live independently in an own front door facility. The property is quite modern and appears to be in very good condition using a contactor for its maintenance needs and all issues recorder on salesforce.

The service is operated by staff with an excellent knowledge of the facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- No heat source in bathrooms

4.1.3 Actions Concluded

The following actions have been concluded:

- Heat sourced in the bathrooms already, no further action required.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230615D02

26th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230615D02 – Final

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

1.2 Inspection Details

Inspector: A

Date: 26th June 2023

Property Description: Property 230615D02 is designated for males only. Property was opened in 2003, consists of 5 floors with 80 rooms and 10 shared bathrooms. Current capacity of 80 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: 230615D02

Date: 26th June 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	

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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.	√	Televisions provided in common rooms. No issues	
23	Free Wi-Fi available	√	Service users own Wi-Fi used. 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	5	No issues	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	10	No issues	
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	
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.	√	3 washers and 3 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	√	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	N/A	No issues	

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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.	√	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 12/05/2023. Emergency lighting serviced on 11/05/2023. 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 02/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 21/06/2023	



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			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	
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	80	No issues	
7	No. of available beds today	3	No issues	
8	No. of service users booked in today	77	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	3	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	

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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	

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	√	No issues	
• 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 are 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	8	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 21/06/2023	
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: 02/2023	
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	1	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	2 X 77	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

Fire Extinguishers



Fire Panel



First Aid



Laundry Facility





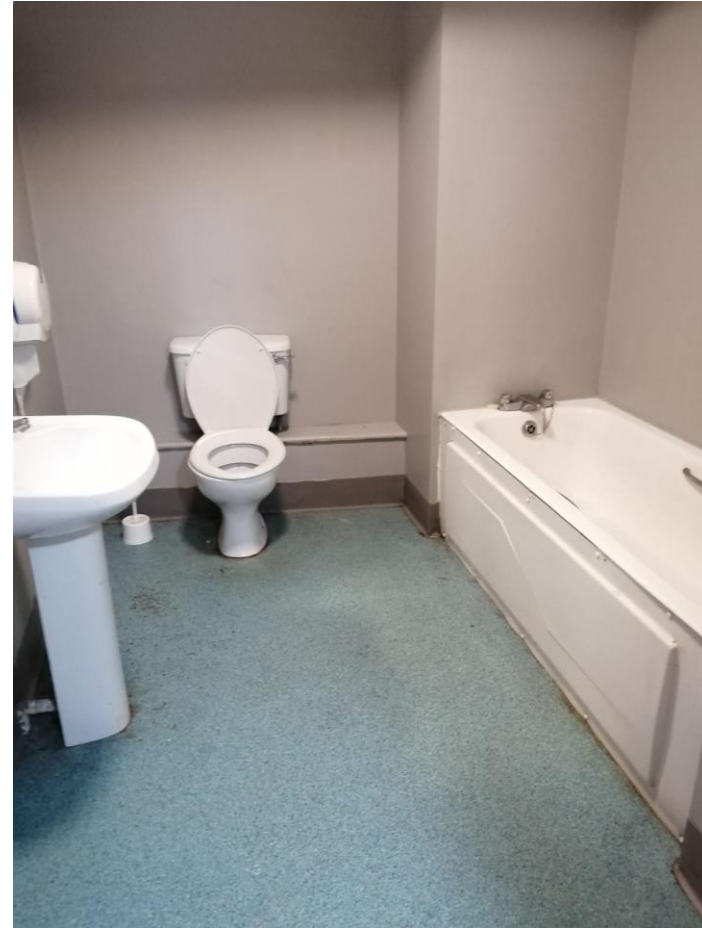
23501 -230615D02



Bedroom



Bathroom





23501 –230615D02

4 Conclusions

4.1.1 Inspectors Comments

Property 230615D02 current occupancy of 77 service users, property is designated for males only.

Property is in a good condition.

4.1.2 Actions of the Property

There are no further actions of this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

230607D15

20th June 2023

Prepared by	Eamon O'Boyle and Associates
Date	02 nd October 2023
Reference	23501 – 230607D15 – 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: 20th June 2023

Property Description: Property 230607D15 is designated for males, females and families. Property was refurbished in 2018, property consists of 2 floors, and 5 rooms.
Current capacity of 8 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: 230607D15

Date: 20th June 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property is in 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	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	None	
26	Any breakages noted generally	X	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	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	
37	Sufficient numbers of washers and dryers available.	√	2 washers and 2 dryers on premises. 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	√	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 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	

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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	√	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 01/01/2023. Emergency lighting serviced on 01/01/2023.	Due to be serviced
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 31/05/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 31/05/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	

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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	X	Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection	Facility Management 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	√	Residents responsible. No issues	
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	8	No issues	
7	No. of available beds today	0	No issues	
8	No. of service users booked in today	4	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	4	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 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	



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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	
		√	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	√	No issues	
• 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	√	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	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	6	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 31/05/2023	
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: 31/05/2023	
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	√	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 4	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	√	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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Emergency Lighting



Laundry Facility



Bedroom



Bathroom





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4 Conclusions

4.1.1 Inspectors Comments

Property 230607D15 occupancy of 4 service users, property is designated for males, females and families.

Property is in a very good condition.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.
- Fire alarm, emergency lighting to be serviced.

4.1.3 Actions Concluded

The following actions have been concluded:

- The service provider is currently working on providing the outstanding certs, these will be provided by the end of quarter 4 2023.
-