



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221000D01

07TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd February 2023
Reference	22512 – 221000D01 - Final

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1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements :

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

Inspector: A, B and C.

Date: 07th October 2022

Property Description:

Property 221000D01 appears to be a very well-run facility with 108 beds available, on the day of the inspection 103 beds were taken.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221000D01

Date: 07 October 2022

Inspector: A, B and 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	√	Held for 5 weeks. No issues	
5	Pest control policy in place	√	No issues	

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

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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. Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues. Purchased from DCC approved suppliers	
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. Angle Vent lock	
25	Number of DAC bedrooms per facility	Nil	No issues. PEEP in place	

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26	Any breakages noted generally	Nil	No issues. Daily inspection	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues. All have ensuite	
28	Number of DAC bathrooms per facility	Nil	No issues. Not required	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues. Mechanical	
32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	√	No issues. Towel rail	
33	Any breakages	Nil	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	Nil	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	x	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No issues	
43	Lighting bright and fittings in good repair	x	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	x	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	x	No issues	
49	Lighting bright and fittings in good repair	x	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 issues	
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	Nil	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	√	13 Sept 2022	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan for 4 service users	
62	Gas service records ex. RGI Cert	√	Domestic boilers in use	Cert to be available on site
63	Electrical certificates up to date	√	No issues	

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

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

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

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

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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	108	No issues. Agreed with DCC	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	103	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	For 2022 to date	

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



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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.	√	Dining room No issues	
19	Information on available times for all support services clearly displayed	√	No issues	

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

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21	Key staff trained in:			
	• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)	√	No issues	
	• Fire Warden, as a minimum a fire warden must be on the premises at all times	√	No issues	
	• Suicide Awareness		No issues	
	• Intercultural awareness	√	No issues	
	• Equality & Diversity	√	No issues	
	• Safeguarding Vulnerable Adults	√	No issues	
	• Administering Naloxone/overdose treatment	√	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	√	Name badges not used. Uniform Used. All staff known by service users.	
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	√	Plans drawn up Not displayed at present 13 Sept 2022	Emergency evacuation plans to be displayed
31	How often are fire drill conducted on site?	√	Every quarter No issues	
32	Are there adequate fire escape route finder plans in the property?	√	Plans drawn up Not displayed at present	Emergency evacuation plans to be displayed
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	1	DCC informed	
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	16	Most families cook themselves	
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	√	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	

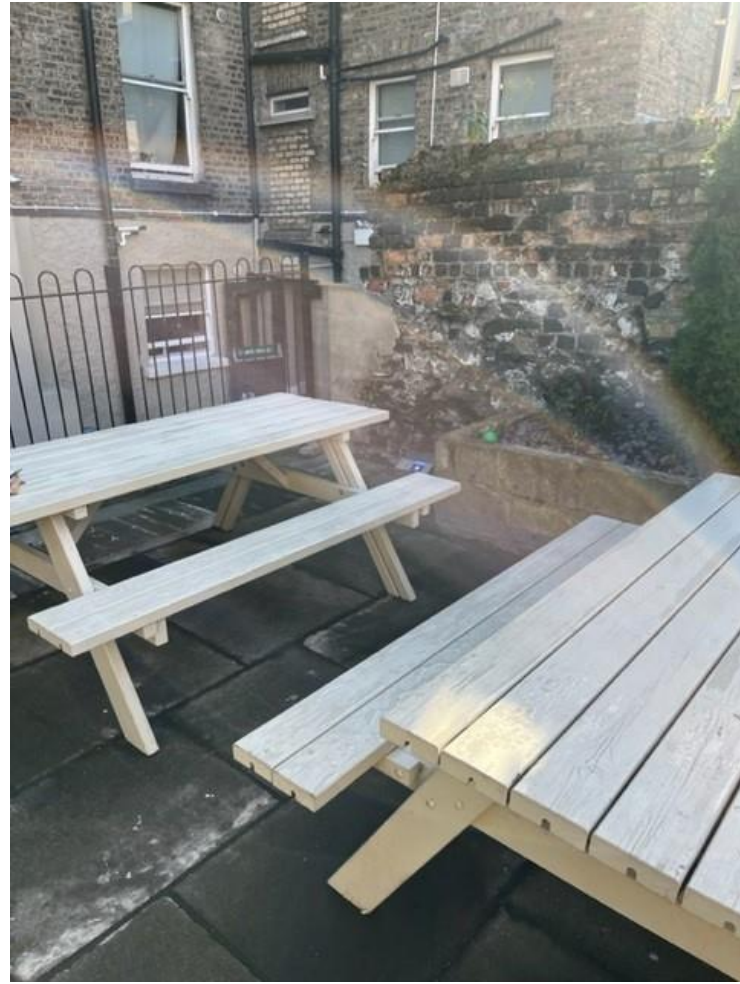
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3 Photos of Premises

Bedroom



Outside Picnic Area



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Outside Play Area





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4 Conclusions

4.1.1 Inspector Comments

Property 221000D01 appears to be a very well-run facility.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- Emergency evacuation plans to be displayed.

4.1.3 Actions concluded

- Emergency evacuation plans has been completed and received.
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Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221001D01

07TH OCTOBER 2022

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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.
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1.2 Inspection Details

Inspector: A, B and C

Date: 07th October 2022

Property Description:

221001D01 is a large facility with 291 beds available, on the day of the inspection 286 beds were taken with 5 beds only left.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

Inspection Checklist

Property: 221001D01

Date: 07 October 2022

Inspector: A, B and 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	Nil	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	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. Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues. Purchased from DCC approved suppliers	
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. Angle Vent lock	
25	Number of DAC bedrooms per facility	Nil	No issues. PEEP in place	

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26	Any breakages noted generally	Nil	No issues. Weekly inspection	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues. All have ensuite	
28	Number of DAC bathrooms per facility	Nil	No issues. Not required	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues. Mechanical	
32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	√	No issues. Heater	
33	Any breakages	Nil	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	1	Washer out of order. Replacement ordered	

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

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53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	Nil	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 extinguishers out of service period	To be serviced
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	√	Fire extinguishers out of service period	To be serviced
60	Fire drill done in the last Quarter and date	√	22 July 2022	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan for 2 service users	
62	Gas service records ex. RGI Cert	√	Domestic boilers in use	Certs to stored onsite
63	Electrical certificates up to date	√	No issues	

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

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

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

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

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5	Sanitising schedule in place and records available	√	No issues	
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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	291	No issues. Agreed with DCC	
7	No. of available beds today	3 + 2	No issues	
8	No. of service users booked in today	286	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 + 2	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	For 2022 to date	

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	√	Tracked manually No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	



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

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • 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	√	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 22 July 2022	
31	How often are fire drill conducted on site?	√	Every quarter 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	Fire extinguishers out of service period	Need to be serviced
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	DCC informed	
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	None	Not on site at present	
7	Defibrillator on site	√	Not on site at present. HSE is to provide	
8	PPE in use by all staff	√	No issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	150	No issues	



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

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	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



Catering Area



Notice Board



Play Area





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4 Conclusions

4.1.1 Inspector Comments

Property 221001D01 appears to be a very well-run facility.

4.1.2 Actions of Property

Actions from the site inspections that need to be addressed:

- Access for the Fire Brigade in the event of an emergency is hindered due to parked vehicles on the Lane.
- Fire extinguishers out of service period.
- Defibrillator not on site on day of inspection. HSE is providing.
- No other issues noted.

4.1.3 Actions Concluded

- Letter has been set to local residences to address the fire brigade issue.
 - Fire Extinguishers were within the service period. They were due in November, this was not marked on the extinguisher. Extinguishers have since been serviced and updated.
 - Defibrillator had been ordered and is now onsite.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221002D02

15TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	23rd February 2023
Reference	22512 – 221002D02 - 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 5**
- 3 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: 15th October 2022

Property Description: Property 221002D02 is a three-storey building with 64 bed capacity, single males. The building has 2, 4 and 6 bed bedrooms, bunks. Each room has one ensuite toilet/ shower.

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: 221002D02

Date: 15th October 2022

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	

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	None	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	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	None	No Issues	
26	Any breakages noted generally	x	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	None	Please see the conclusion section	
28	Number of DAC bathrooms per facility	None	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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 Sources in bathrooms	
33	Any breakages	None	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	None	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	x	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
43	Lighting bright and fittings in good repair	x	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	None	No Issues	

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

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

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	certs up to date (Annually) and recorded in the Fire Register			
60	Fire drill done in the last Quarter and date	✓	23/0922	
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	

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	✓	Managed by staff	
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	✓	Once weekly	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	64	This number reduced to 64 due to covid restrictions (Please See Conclusion)	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	61	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	none	No Issues	
10	No. of no shows/vacancies today	1	No Issues	
11	No. of official complaints received on file and verified with DRHE	None	Last Quarter	

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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	✓	Use App and rooms checked every two hours	
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:	✓	No Issues	

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	<ul style="list-style-type: none"> • fire safety • 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 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ 	<p>No Issues</p> <p>All Staff trained to Fire Warden</p>	

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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	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	

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

22512 - 221002D02

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	✓	No Issues	
2	No. of service user fatalities on site since last inspection	✓	No Issues	
3	No. of incidents of domestic violence on site since last inspection	✓	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	✓	No Issues	

22512 - 221002D02

	guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.			
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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	Delivered twice a day	
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	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	

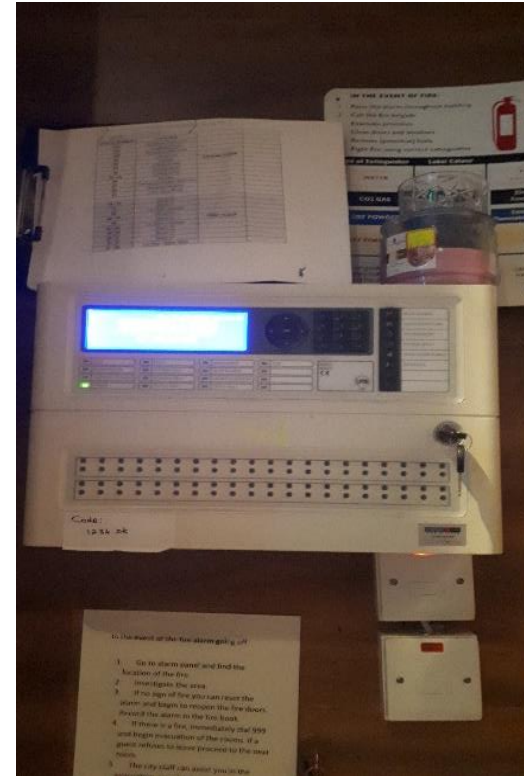
22512 - 221002D02

3 Photos of Premises

Communal Area



Fire Panel



22512 - 221002D02

Emergency Lighting/ Fire Extinguisher



Bedroom





22512 - 221002D02

4 Conclusions

4.1.1 Inspector Comments

Property 221002D02 is a three-storey building with 64 bed capacity for single males. The building has 2, 4 and 6 bed bedrooms, bunks, each room has one ensuite toilet/ shower.

EOBA observation is currently there are no more than four to a room, six to a room would appear a bit crowded to share one toilet/ shower. There are no other bathrooms on each floor.

There are no cooking facilities in the rooms. Meals are delivered and served in the canteen/ dining room.

EOBA's overall opinion is property 221002D02 is a well run facility.

4.1.2 Actions of the property

Actions from the site inspection that need to be addressed:

- No Heat Sources in bathrooms

4.1.3 Actions Concluded

- Ongoing, landlord looking into resolution.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221003D01

21st OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	24th February 2023
Reference	22512 – 221003D01 - Final

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

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 21st October 2022

Property Description:

221003D01 is a 61-person facility with 31 bedrooms all ensuite, catering for men only.

The manager and 2 other assistants walked the property and were extremely helpful and efficient.

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
-

22512 PROPERTY 221003D01

2 Site Inspection Checklist

Inspection Checklist

Property: 221003D01

Date: 21st October 2022

Inspector: B

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	✓	Some small repairs ongoing on external area of basement.	

22512 PROPERTY 221003D01

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	2	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	

22512 PROPERTY 221003D01

25	Number of DAC bedrooms per facility	31	No Issues	
26	Any breakages noted generally	No	No Issues	

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

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	6 washers 6 Driers	
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	No	No Issues	

22512 PROPERTY 221003D01

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

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

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No food production takes place on site. Food is brought in from external producers and served on site. All dining takes place in bedrooms.	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	

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49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	N/A	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	N/A	All utensils are disposable	
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	Yes 23 rd September 2022	No Issues	

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61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	✓	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	✓	Inspection 12 July 2022 Weekly flush of all systems	

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 at present	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	Yes	No issues	
67	Evidence of managing issues arising available for review	N/A	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	61	No issues	
7	No. of available beds today	0	No issues	
8	No. of service users booked in today	61	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	1	There was a no show which was promptly filled.	
11	No. of official complaints received on file and verified with DRHE	0	In last month	

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	



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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	

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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	✓	Name badges not in use however, Staff are familiar with all service users and known to them. Introductions made on registration	
23	Staff well presented, informed and helpful	✓	All staff wear a lanyard identifying themselves as staff and also contains an aide for wardens in the event of fire.	
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	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No issues	
29	Sufficient levels of trained staff on site as required	✓	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No issues	
31	How often are fire drill conducted on site?	Monthly	Bell test weekly	
32	Are there adequate fire escape route finder plans in the property?	✓	In all bedrooms and landings	
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	1	17 May 2022	
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	This is to be supplied by DCC in the near future	
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	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	✓	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 Warden



Laundry



22512 PROPERTY 221003D01

Tea Station



Outdoor Area





4 Conclusions

4.1.1 Inspector Comments

221003D01 is a 61-person facility with 31 bedrooms all ensuite, catering for men only.

All food catering is brought in from outside caterers and service users dine in their rooms.

There were no issues raised during the inspection and the environment appears to be well run, efficient, safe, and friendly.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- Defibrillator to be ordered.

4.1.3 Actions Concluded

- Defibrillator delivered in February, now on site.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221004D04

28th OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd February 2023
Reference	22512 – 221004D04 - Final

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1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

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1.2 Inspection Details

Inspector: B

Date: 28th October 2022

Property Description:

221004D04 is a 33-person facility with 25 bedrooms all ensuite, catering for single women and couples. The maintenance manager walked the property and was helpful and knowledgeable about the property.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221004D04

Date: 28th October 2022

Inspector: B

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

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	✓	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	✓	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	✓	Maintenance team on call through landlord	
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 or double occupancy	
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	✓	At present Wi-Fi is unavailable.	Provider has been notified and repairs are ongoing

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issue	
25	Number of DAC bedrooms per facility	25	Lift not working at present	
26	Any breakages noted generally	✓	Lift not working	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	8	These are the 8 bedrooms with double occupancy so share an ensuite	
		1	Staff bathroom	
28	Number of DAC bathrooms per facility	X	Depending on lift access	
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	X	Not all working	

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35	Roster or straightforward system for access in place for all residents	N/A	No Issue	
36	CCTV in place in the laundry area	N/A	No Issue	
37	Sufficient numbers of washers and dryers available.	N/A	No Issue	
38	Any repair issues	X	No Issue	

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No Issue	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issue	
43	Lighting bright and fittings in good repair	✓	No Issue	
44	CCTV in place to cover the area/area monitored	✓	No Issue	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issue	
46	Most recent EHO inspection report available if applicable	✓	19th July 2022	

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	
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	✓	No Issue	
53	Suitable utensils and cookware available	✓	No Issue	
54	Dishwasher/s available	N/A	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	

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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 Issue	
60	Fire drill done in the last Quarter and date	✓	No Issue	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issue	
62	Gas service records ex. RGI Cert	X	To be supplied by Landlord	
63	Electrical certificates up to date	X	To be supplied by Landlord	

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

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Ongoing repair by maintenance team on call through landlord	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	X	Induction is communicated by the manager verbally at the moment.	Management is in the process of designing guidance document.

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67	Evidence of managing issues arising available for review	✓	No Issue	
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THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	No Issue	
2	Names of all staff on site, and their roles.	✓	No Issue	
3	Cleaning products available to service users	✓	No Issue	
4	Laundry facility available to service users	✓	Repairs needed	
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	33	No Issue	
7	No. of available beds today	0	No Issue	
8	No. of service users booked in today	33	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	None on file	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	X	N/A	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issue	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	All Service Users are signed in nightly. Well being checks are carried out for any service users that are deemed to be vulnerable.	
15	Complaints and feedback system in place	✓	No Issue	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issue	
17	Vacancies returned within 24 hours at correct times	✓	No Issue	

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	✓	Service users interact individually with support services	

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

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	Staff known to service users	

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issue	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issue	
29	Sufficient levels of trained staff on site as required	✓	No Issue	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issue	
31	How often are fire drill conducted on site?	Monthly	13/10/2022	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issue	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issue	

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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	

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

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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 Issue	
11	Drinking water available	✓	No Issue	
12	Dietary requirements catered for, allergens on display		No Issue	
13	HACCP system in use and up to date	✓	Chef uses an electronic system to record HACCP	
14	Weekly and monthly menus available and in use	✓	Daily Menus available and displayed	
15	Last EHO report available if applicable	✓	19th July 2022	

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	

22512 PROPERTY 221004D04

3 Photos of Premises

Bedroom



Double Bedroom



22512 PROPERTY 221004D04

Ensuite



Tea and Coffee





4 Conclusions

4.1.1 Inspector Comments

221004D04 is a 33-person facility with 25 bedrooms all ensuite, catering for single women and couples. All food catering is prepared, cooked, and served by the service providers. Service users dine in a dining room separate to the kitchen.

The property is modern, spacious, clean and in good condition.

4.1.2 Actions by Property

Actions from the site inspection that need to be addressed:

- Lift will need to be repaired for accessibility for wheelchair users.
- Wi-Fi is not working at the time of the inspection
- Certs not available upon inspection
- Staff handbook of roles and responsibilities not available
- Laundry facilities not working
- Training not complete
- No Defibrillator on site

4.1.3 Actions Concluded

- The lift has been fixed and back in working order.
 - Confirmed that the laundry facilities are not used but a local laundrette is used instead.
 - Landlord has provided the water storage system cert but is sourcing a competent person to service and provide the outstanding certs by the end of Q1 2023.
 - Training is ongoing and the defibrillator had been ordered and is now on site.
 - Wi-Fi is also back working.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221005A96

20TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	21st Feb 2023
Reference	22512 – 221005A96 Final

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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: Inspector A

Date: 20th October 2022

Property Description:

Property 221005A96 consists of 5 stories with 13 apartments.

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: 221005A96

Date: 20th October 2022

Inspector: A

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

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

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	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. Numbers agreed with DLR in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	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	Nil	No issues	
26	Any breakages noted generally	Nil	No issues.	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues.	
28	Number of DAC bathrooms per facility	1	No issues.	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues. Mechanical	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	No	Radiators. No issues	
33	Any breakages	Nil	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	Washers in apartments Laundry provided
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	No	Entrance to laundry covered by CCTV in common area	
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	√	Smoking area outside. No smoking inside allowed. 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	X	Kitchens in apartments. No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
43	Lighting bright and fittings in good repair	x	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	x	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	x	No issues	
49	Lighting bright and fittings in good repair	X	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	Nil	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	√	Fire extinguishers last serviced Nov 2021 Daily inspections. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted every 3 months. 02 Oct 2022	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place.	
62	Gas service records ex. RGI Cert	√	Certificate dated 28 Sept 2022.	

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			No issues	
63	Electrical certificates up to date	√	Electrical certificates on file. 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 building water storage system not available on site. Informed that DLR have these certificates.	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	√	In house staff. No issues	

22512 - 221005A96

2	Names of all staff on site, and their roles.	√	Roles in job description and employee handbook. 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	√	Schedule for public areas in place. No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	32	No issues. Agreed with DLR	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	32	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	For Sept 2022. No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No children on site. No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	

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14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Room checks conducted every 3 hours. No issues	
15	Complaints and feedback system in place	√	Residents meeting twice a month with agenda published and any issues can be raised. Management provides minutes. Manager follows up actions. 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.	√	2 rooms available. No issues	
19	Information on available times for all support services clearly displayed	√	Counselling services timetable in main office. 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 children on site. 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	√	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	None observed	Facility to follow up on this 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 02 Oct 2022	
31	How often are fire drill conducted on site?	√	Every quarter. Bell tests every week. 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 11/2021	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	N/A	Breakfast provided. Catering by service users in apartments. 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	N/A	No issues	
14	Weekly and monthly menus available and in use	N/A	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	√	Protocols in place. No issues	
17	Daily symptoms check in place for residents	√	Protocols in place. 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	

22512 - 221005A96

3 Photos of Premises

Fire Alarm System



Kitchen

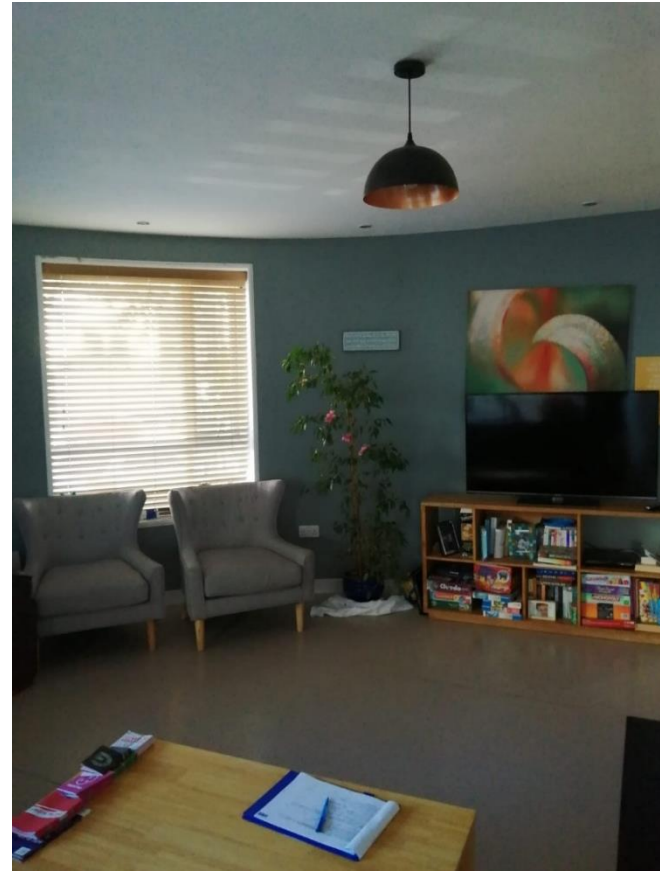


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Laundry Room

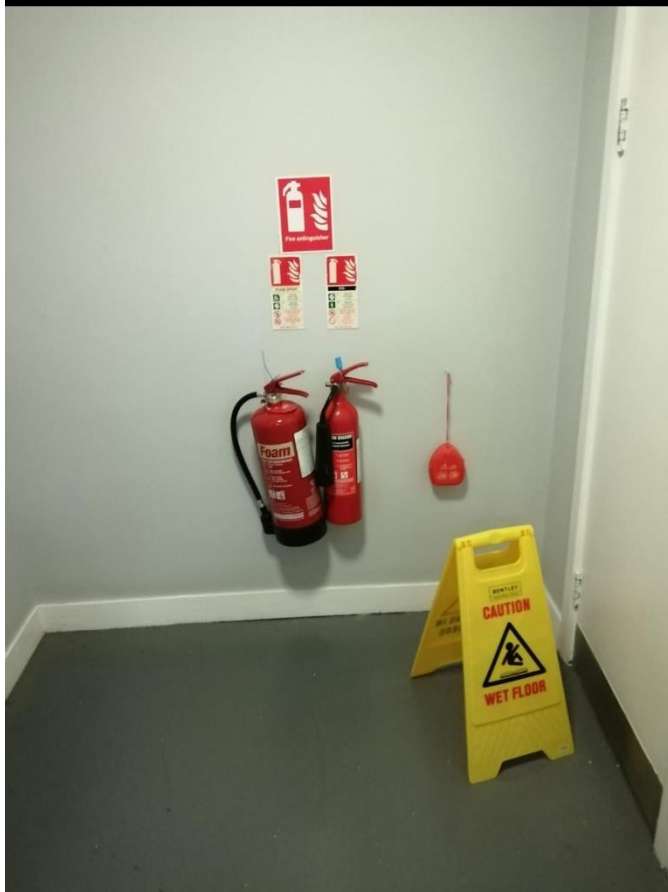


TV Room



22512 - 221005A96

Fire Extinguishers



Bathroom





4 Conclusions

4.1.1 Inspectors Comments

Property 221005A96 consists of 5 stories with 13 apartments with no children onsite and appears to be a very well run facility.

The following actions are required by the facility:

- Carbon Monoxide monitors not observed on site. Facility management will follow up on this issue.
- Annual Certificate of disinfection for the building water storage system not available on site.
- No other issues noted.

4.1.2 Actions of the Property

The following actions are required by the facility:

- Carbon Monoxide monitors not observed on site. Facility management will follow up on this issue.
- Annual Certificate of disinfection for the building water storage system not available on site.
- No other issues noted.

4.1.3 Actions Concluded

- Annual Certificate of disinfection for the building water storage system has been provided.
 - Clarification has been provided from EOBA, there is no requirement for CO Alarms if there are no fuel systems in the apartments. The only place an alarm would be installed is in the boiler room which has an alarm in place.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221006D03

14TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	24 th October 2022
Reference	22512 – 221006D03 – 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

22512 - 221006D03

- HACCP Standards in place where food is prepared / cooked off-site and delivered in.

1.2 Inspection Details

Inspector: C

Date: 14th October 2022

Property Description:

221006D03 is a modern facility. Capacity is 137 although babies add three to this number as they are sleeping in cots/baskets. It consists of 50 bedrooms of 2, 3, and 4 beds. All family rooms have cooking facilities. Rooms that have no cooking facilities use the family kitchen. Each room is equipped with fire blanket and dry powder fire extinguisher. There are many facilities for residents including PC Station, Mini Cinema, playrooms, playground, to name just a few.

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

Inspection Checklist

Location: 221006D03

Date: 14/10/22

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	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	See Photos	
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	✓	Twin Rooms and family Rooms 2,3,4, Beds	
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	x	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	✓	3 on ground floor	
26	Any breakages noted generally	x	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	None	No Issues	
28	Number of DAC bathrooms per facility	3	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	x	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	1 machine out of order	Addressed by facility Manager
35	Roster or straightforward system for access in place for all residents	✓	Time orientated Roster in place managed by residents and staff	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	See 34	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	x	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
43	Lighting bright and fittings in good repair	x	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	x	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
49	Lighting bright and fittings in good repair	x	No Issues	

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	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	✓	Last Drill 22/09/22	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	1 deaf resident, PEEP in place	
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	✓	Own maintenance deal with issues	

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

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

5	Sanitising schedule in place and records available	✓	No Issues	
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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	137	Infants make it 140, sleeping in cots	
7	No. of available beds today	5	To be filled today	
8	No. of service users booked in today	132	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	none	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	2	This year	

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

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

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

26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	N/A	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	Last Drill 22/09/22	
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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	✓	No Issues	
2	No. of service user fatalities on site since last inspection	✓	No Issues	
3	No. of incidents of domestic violence on site since last inspection	1	In 2022	

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	Dinner 4pm to 6pm	
11	Drinking water available	✓	No Issues	

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

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	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

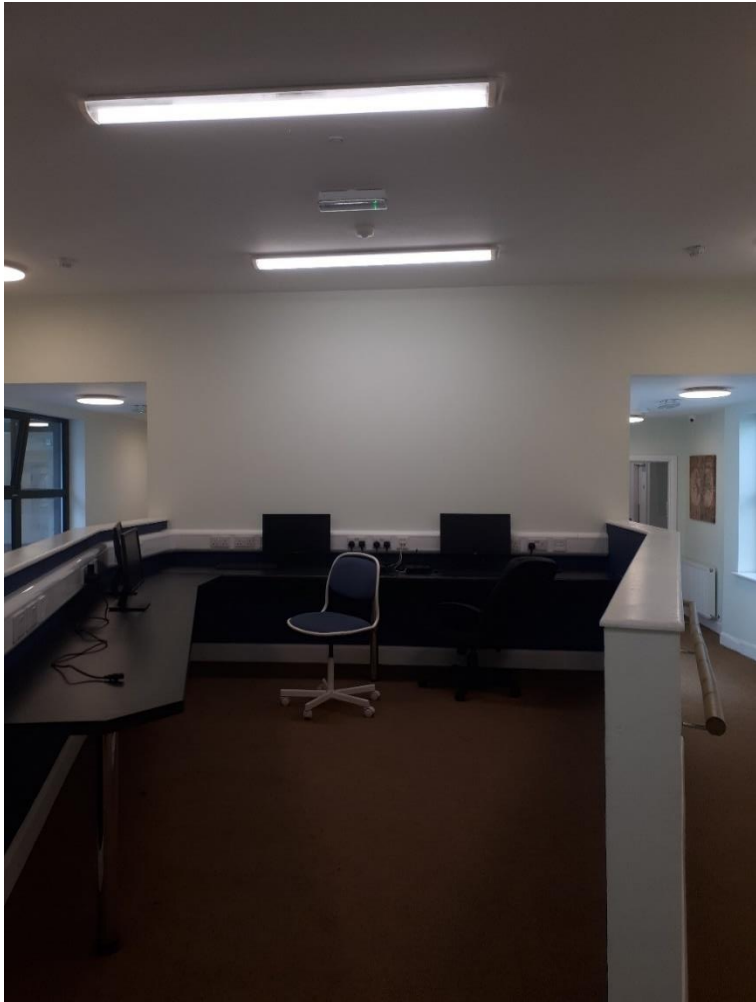
Bedroom Cooking Facilities.



Blanket and Extinguisher in each bedroom



PC Station



Mini Cinema



Family Kitchen



4 Conclusions

4.1.1 Inspectors Comments

221006D03 is a very well-run centre managed by competent and professional staff. As per the checklist above, facilities manager has been made aware that the laundry facilities are out of order and this needs to be addressed in a timely manner.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- One washing machine is out of order and needs to be fixed.

4.1.3 Actions Concluded

- Confirmed by the property manager the machine has been fixed.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221007D08

11TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	21 st Feb 2023
Reference	22512 – 221007D08 - 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: 11th October 2022

Property Description:

Property 221007D08 provides 26 bed spaces for men, women and couples experiencing homelessness, there are no children onsite for this facility. There is a policy of short-term accommodation (six months) but due to current accommodation circumstances this is not practicable.

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: 221007D08

Date: 11 October 2022

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Old building	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	X	Storage heaters in bedrooms and the older ones do not have controls	Storage heaters need to be replaced in some cases. Alternate heating source could be examined.
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

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

22512 - 221007D08

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	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. Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues.	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues.	
25	Number of DAC bedrooms per facility	Nil	No issues. PEEP in place	

22512 - 221007D08

26	Any breakages noted generally	Nil	No issues. Daily inspection	
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THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues. All have ensuite	
28	Number of DAC bathrooms per facility	Nil	No issues. Not required	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues. Mechanical	
32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	No	No heat source in ensuite bathrooms	
33	Any breakages	Nil	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	CCTV camera outside laundry room	CCTV camera to be installed in laundry room
37	Sufficient numbers of washers and dryers available.	√	No issues	
38	Any repair issues	Nil	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	No designated smoking area at present. TV room could be designated with engineering works	Investigate location of a smoking area
40	CCTV in place to cover the area/area monitored	No	See above	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	x	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No issues	
43	Lighting bright and fittings in good repair	x	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	x	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	x	No issues	
49	Lighting bright and fittings in good repair	x	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	Nil	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. Fire extinguishers serviced 11 Mar 2022	
60	Fire drill done in the last Quarter and date	√	15 Sept 2022	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place	
62	Gas service records ex. RGI Cert	√	Gas not used	

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

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	26	No issues. Agreed with DCC	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	26	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	For 2022 to date	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Bed list sent to DCC every day. Physical checks conducted eight times per day. No issues	

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

THEME 2 – SUPPORT SERVICES

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

THEME 2 – STAFF

Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	√ √	No issues No children on site. 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	√	Name badges not used. All staff known by service users.	
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	

22512 - 221007D08

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 15 Sept 2022	
31	How often are fire drill conducted on site?	√	Every month 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 05/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

22512 - 221007D08

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	7	Reported to Senior Service Manager	
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	1 st 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	26	Catering company delivers meals daily. Breakfast is self service	
11	Drinking water available	√	No issues	

22512 - 221007D08

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	√	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

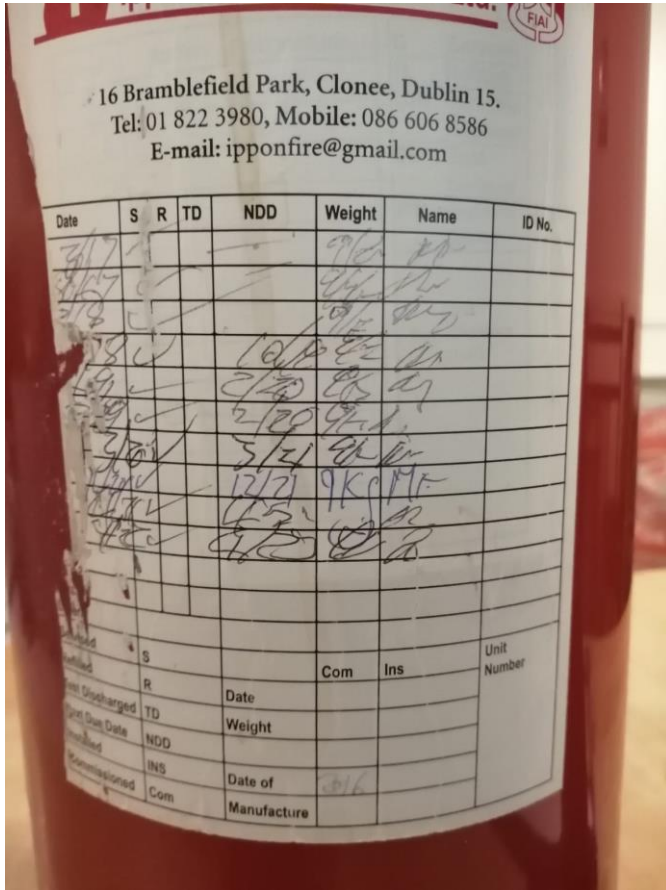
Fire Alarm System



Fire Escape Plan



Fire Extinguishers Service



Kitchen Stock





22512 - 221007D08

Kitchen



4 Conclusions

4.1.1 Inspectors Comments

221007D08 is an old building however it appears to be a well-run professional facility.

4.1.2 Actions of the Property

The following bullet points are areas/issues that will need to be addressed by the facility and clarity on the certs for the premises.

- Purchase of blinds for windows.
- No heat source in ensuite bathrooms.
- No CCTV coverage in laundry room, entrance door is covered.
- Storage heaters in bedrooms and the older ones do not have controls.
- No designated smoking area at present.
- Electrical certificates were not available on site. Informed that DCC have these certificates.
- Annual Certificate of disinfection for the building water storage system not available on site. Informed that DCC have these certificates.
- No other issues noted.

4.1.3 Actions Concluded

Property Management have confirmed:

- Storage Heaters/Bathroom heat source to be completed in Q2 2023
 - CCTV has now been installed
 - Identifying an appropriate smoking area
 - Landlord to provide certs by the end of Q1 2023
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221008D01

20TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	21 st Feb 2023
Reference	22512 – 221008D01 -Final

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1 Introduction

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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: 20th October 2022

Property Description:

Property 221008D01 is an old, converted convent built circa 1906. Its overall condition is good considering its age. It consists of 19 apartments and an occupancy of 29, women and children

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 221008D01

Date: 20th October 2022

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Considering age of building	
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	✓	A fresh coat of paint	
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	✓	Family and Single Female Apartments	
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	x	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	



22512 - 221008D01

25	Number of DAC bedrooms per facility	N/A	No Issues	
26	Any breakages noted generally	None	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	✓	7 apartments share two bathrooms, the remaining Family apartments Ensuite	
28	Number of DAC bathrooms per facility	✓	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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	x	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
43	Lighting bright and fittings in good repair	x	No Issues	
44	CCTV in place to cover the area/area monitored	✓	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	None	No Issues	

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

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	X	Emergency lighting work in progress, cert to be issued on completion	To be provided when completed
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	24/09/22	

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61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date	X	Not Available	Certs to be available on site

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	Certs not available for water tanks	Cert to be received and kept onsite

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	✓	Contractor	
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	✓	Cleaned by residents, Checked weekly by staff	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	29	No Issues	
7	No. of available beds today	None	No Issues	
8	No. of service users booked in today	29	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	None	No Issues	
10	No. of no shows/vacancies today	None	No Issues	
11	No. of official complaints received on file and verified with DRHE	1	Resolved	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	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	✓	Tracked daily and filed, Daily wellbeing Checklist in place	
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	

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

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

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

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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	9	6 Incidents 3 Accidents All Minor	
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	Under Garda Investigation	

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

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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	None	Residents cook for themselves in their apartments.	
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	None	No Issues	

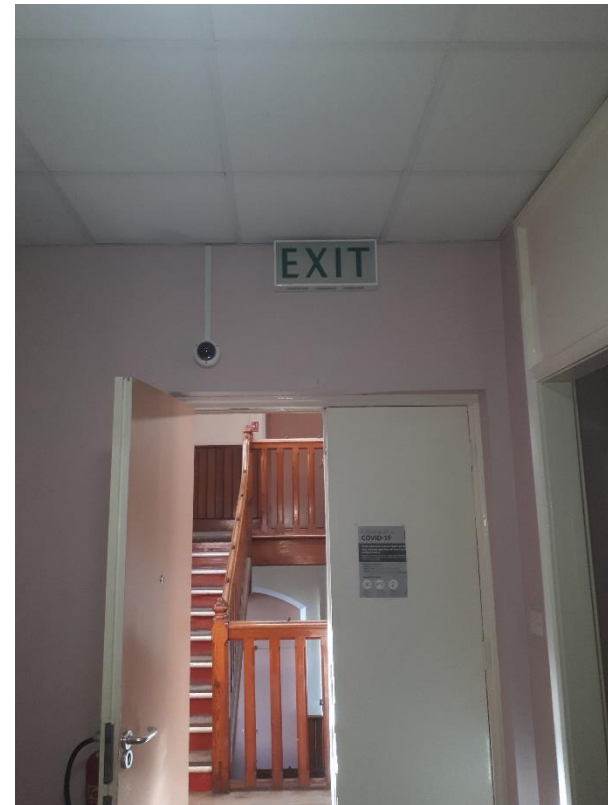
THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	✓	No Issues	
17	Daily symptoms check in place for residents	✓	No Issues	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
19	All staff familiar with procedure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

3 Photos of Premises

Standard Kitchen



Emergency Lighting

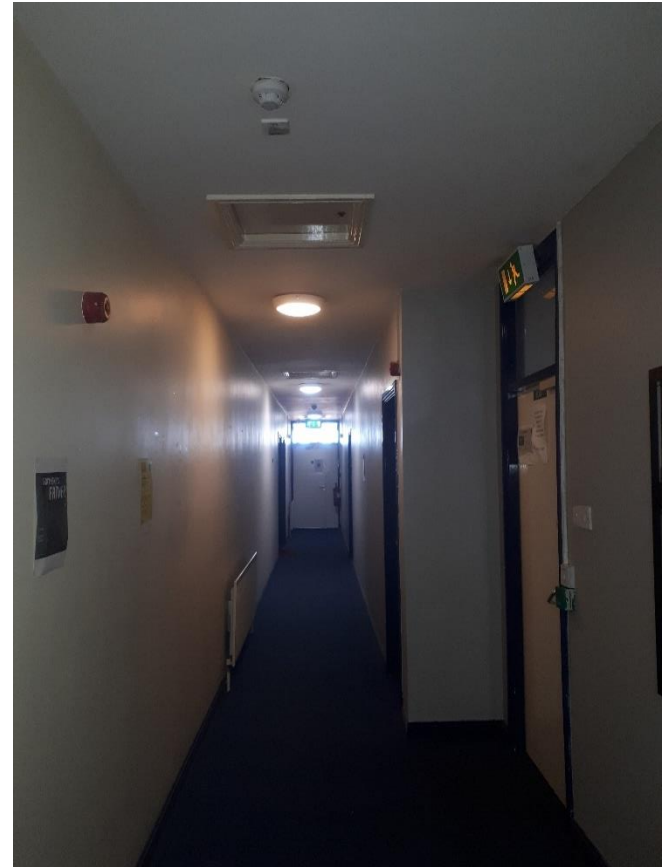


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Laundry



Corridor/Fire alarms/fire safety





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4 Conclusions

4.1.1 Inspector Comments

Property 221008D01 is an old, converted convent built circa 1906. Its overall condition is good considering its age. It has 19 apartments and an occupancy of 29, women and children.

Some areas could benefit from a new paint job and some of the furniture could be replaced. Some certificates as outlined in report were not available at time of inspection and should be verified when available.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- To provide Emergency Lighting cert when the service is complete
- Electrical cert to be provided
- Cert for the water storage system needs to be provided

4.1.3 Actions Concluded

- Landlord has provided DCC with the Emergency Lighting certificate and the Electrical certificate.
 - The landlord is sourcing a competent person to service the water storage system and will have the cert provided by the end of quarter 01 in 2023.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221009D08

11TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22 nd Feb 2023
Reference	22512 – 221009D08

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

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

- HACCP Standards in place where food is prepared / cooked off-site and delivered in.

1.2 Inspection Details

Inspector: A

Date: 11th October 2022

Property Description:

Property 221009D08 is a modern building and appears to be a well-run facility. The property facilities are for single persons.

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: 221009D08

Date: 11th October 2022

Inspector: A

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

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

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10	External items for repair	Nil	No issues	
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THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	No	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. Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues.	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues.	
25	Number of DAC bedrooms per facility	2	No issues. PEEP in place	
26	Any breakages noted generally	Nil	No issues. Daily inspection	

THEME 1 – BATHROOMS

Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues. All have 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. Mechanical	
32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	√	Underfloor heating throughout. No issues	
33	Any breakages	Nil	No issues	

THEME 1 – LAUNDRY

Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	N/A	Staff do all laundry. No issues	
36	CCTV in place in the laundry area	No	CCTV cameras not present in the laundry room	CCTV camera to be installed in the laundry room

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37	Sufficient numbers of washers and dryers available.	√	No issues	
38	Any repair issues	Nil	No issues	

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
43	Lighting bright and fittings in good repair	√	No issues	
44	CCTV in place to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No issues	
46	Most recent EHO inspection report available if applicable	X	EHO inspection in May 2022. Report not yet received.	Facility to follow up on report

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	EHO inspection in May 2022. Report not yet received.	Facility to follow up on report
53	Suitable utensils and cookware available	√	No issues	
54	Dishwasher/s available	√	No issues	
55	Any breakages noted generally	Nil	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. Fire extinguishers serviced 05 / 2022	
60	Fire drill done in the last Quarter and date	√	09 Oct 2022	

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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	√	Gas not used	
63	Electrical certificates up to date	X	Electrical certificates were not available on site.	Facility 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 building water storage system not available on site.	Facility 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. Daily log in place	

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

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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	√	Staff do all laundry. No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	30	No issues. Agreed with DCC	
7	No. of available beds today	2	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	4	De commissioned due to Covid – 19 Guidelines	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	For 2022 to date	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No children on site No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	

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14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Checks conducted every 3 hours. 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.	√	Quiet room and nurses station. 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 children on site. 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	√	Name badges not used. All staff known by service users.	
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 07 Oct 2022	
31	How often are fire drill conducted on site?	√	Every month 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 05/2022	
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	15	Reported to Senior Service Manager,	
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	25	Catering facility on site. 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	√	EHO inspection in May 2022. Report not yet received.	Facility to follow up on report

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

3 Photos of Premises

Fire Escape Plan



Game Room





Kitchen





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4 Conclusions

4.1.1 Inspector Comment

Property 221009D08 is a modern building which appears to be a well run facility, all service users are single persons.

4.1.2 Actions of Property

Actions from the site inspection that needs to be addressed:

- No CCTV coverage in laundry room, entrance door is covered.
- EHO inspection in May 2022 but have not received report.
- Electrical certificates were not available on site.
- Annual Certificate of disinfection for the building water storage system not available on site.
- No other issues noted.

4.1.3 Actions Concluded

- EHO inspection report and the above outstanding certs, will be provided to DCC by the end of quarter 01 2023.
 - CCTV in Laundry Room to be addressed when new contractor is appointed
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221010D01

21st OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd Feb 2023
Reference	22512 – 221010D01 - 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: 21st October 2022

Property Description: Property 221010D01 is a 55-person facility with 10 bedrooms of varying occupancy catering for men and women. The assistant manager walked the property and was extremely helpful.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221010D01

Date: 21st October 2022

Inspector: B

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	✓	The front of the property is on a very busy street	
8	Regular outside checks	No	No Issues	
9	External CCTV in place	✓	No Issues	
10	External items for repair	No	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	✓	Ongoing repairs required for storage/locker spaces.	Repairs take place as items are reported on site or to the landlord.
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	✓	Maintenance is required in bedrooms for storage/lockers/wardrobe space	
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	✓	Storage/ lockers	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	✓	All bathrooms are shared by room or by landing designated by gender.	
28	Number of DAC bathrooms per facility	8	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	Sign of mould in one bathroom over shower area in room 2	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e., radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	No	No Issues	

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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	No	There is only one washer and one dryer which is not sufficient for number of residents. This is also located in a very confined space.	
35	Roster or straightforward system for access in place for all residents	No	No Issues	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	No	No Issues	
38	Any repair issues	No	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	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	X	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
43	Lighting bright and fittings in good repair	x	No Issues	

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44	CCTV in place to cover the area/area monitored	✓	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	Staff are HACCP trained and would seem in compliance but there are no checks/checklists in place.	Folder with guidelines and checklists are being sourced and will be available.
46	Most recent EHO inspection report available if applicable	No	Will be made available asap	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	Just for tea and coffee	
48	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
49	Lighting bright and fittings in good repair	x	No Issues	
50	CCTV in place to cover the area/area monitored	✓	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	No	No Issues	
53	Suitable utensils and cookware available	N/A	All disposable	
54	Dishwasher/s available	N/A	No Issues	
55	Any breakages noted generally	No	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	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	03/08/22	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	✓	With Landlord	To be accessed from the landlord

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

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

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

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	55	No Issues	
7	No. of available beds today	1F & 1M	No Issues	
8	No. of service users booked in today	53	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	✓	Facility guidelines explained and issued on registration and at service user meetings.	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	No	Occupancy is checked through wellbeing checks throughout day and night and reception monitors exit and entry	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	



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17	Vacancies returned within 24 hours at correct times	✓	No Issues	
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THEME 2 – SUPPORT SERVICES

Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	✓	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 PEAs 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	Staff are familiar with service users and vice versa by name.	
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	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	✓ 8/22	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	No	All bedrooms do not have escape route finders	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	✓	No Issues	
7	Defibrillator on site	✓	No Issues	
8	PPE in use by all staff	✓	No Issues	
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	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	Kitchen personnel are trained in HACCP however a log and HAACP guidelines are not in Place.	This issue is being dealt with
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	No	Not available	To Be supplied by the Manager of the facility

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

Computer Area



Communal Area

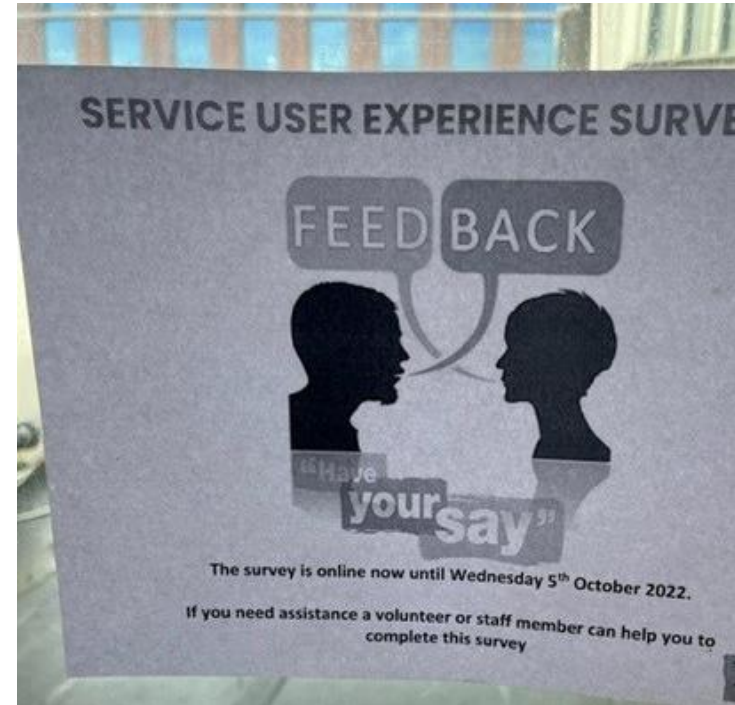


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Shower Facilities



Feedback Notice



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Bedroom





4 Conclusions

4.1.1 Inspector Comments

221010D01 is a 55-person facility with 10 bedrooms of varying occupancy catering for men and women. All food catering is brought in from outside caterers and all housekeeping and cleaning is contracted externally.

Any issues that were raised during the inspection are already in hand.

4.1.2 Actions of Property

There is ongoing relationship and communication with the Landlord for maintenance and repairs.

- Emergency escape plans are to be displayed in bedrooms.
- HACCP Guidelines and checklists to be produced.
- Not enough sufficient washers and dryers for residence
- Landlord to update escape route finders
- Landlord to provide a register of occupants

4.1.3 Actions Concluded

- The property management is following up with the landlords for the maintenance repairs.
-



Comhairle Cathrach
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Dublin City Council

SITE INSPECTION REPORT

221011D07

13TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22 nd February 2023
Reference	22512 – 221011D07

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
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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: 13th October 2022

Property Description:

Property 221011D07 manger was very helpful and cooperative. Facility has a pleasant atmosphere and run efficiently.

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: 221011D07

Date: 13th October 2022

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	✓	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	✓	Single Rooms Only	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Painting	
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	✓	No issues	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	None	No issues	
28	Number of DAC bathrooms per facility	None	No issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	Shower Trays in older bathrooms require attention. Silicone/mould	The silicone needs replacing around shower trays and some evidence of mould gathering in crevices.
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 in older 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	✓	1 Machine out of order awaiting replacement	
35	Roster or straightforward system for access in place for all residents	X	No Roster, not deemed necessary	
36	CCTV in place in the laundry area	✓	No issues	
37	Sufficient numbers of washers and dryers available.	✓	No issues	
38	Any repair issues	✓	No issues	

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No issues	
43	Lighting bright and fittings in good repair	✓	No issues	
44	CCTV in place to cover the area/area monitored	✓	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No issues	
46	Most recent EHO inspection report available if applicable	X	None 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 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	X	No Records available for Emergency Lighting.	To check if with the maintenance dept. Place in Fire Register
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	✓	2/08/22	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No issues	
62	Gas service records ex. RGI Cert	X	Not available for inspection	Place in office
63	Electrical certificates up to date	X	Not available for inspection	Place in office

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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	X	Not available for inspection	Place in Office

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Forwarded to internal maintenance	

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

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	✓	41 Beds	
7	No. of available beds today	✓	39	
8	No. of service users booked in today	✓	39	
9	No. of beds unavailable, have these been reported to the DRHE	✓	2 ,1 Unallocated. 1 Maintenance	
10	No. of no shows/vacancies today	None	No issues	
11	No. of official complaints received on file and verified with DRHE	9	From Residents, minor issues, all resolved or addressed	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Children	
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	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	

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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	✓	2/08/22	
31	How often are fire drill conducted on site?	✓	Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No issues	
34	Are all fire extinguishers present and serviced up to date?	✓	No issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No issues	

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THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	✓	No issues	
2	No. of service user fatalities on site since last inspection	None	No issues	
3	No. of incidents of domestic violence on site since last inspection	3	Last Quarter	

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	No issues	
11	Drinking water available	✓	No issues	

22512 – 221011D07

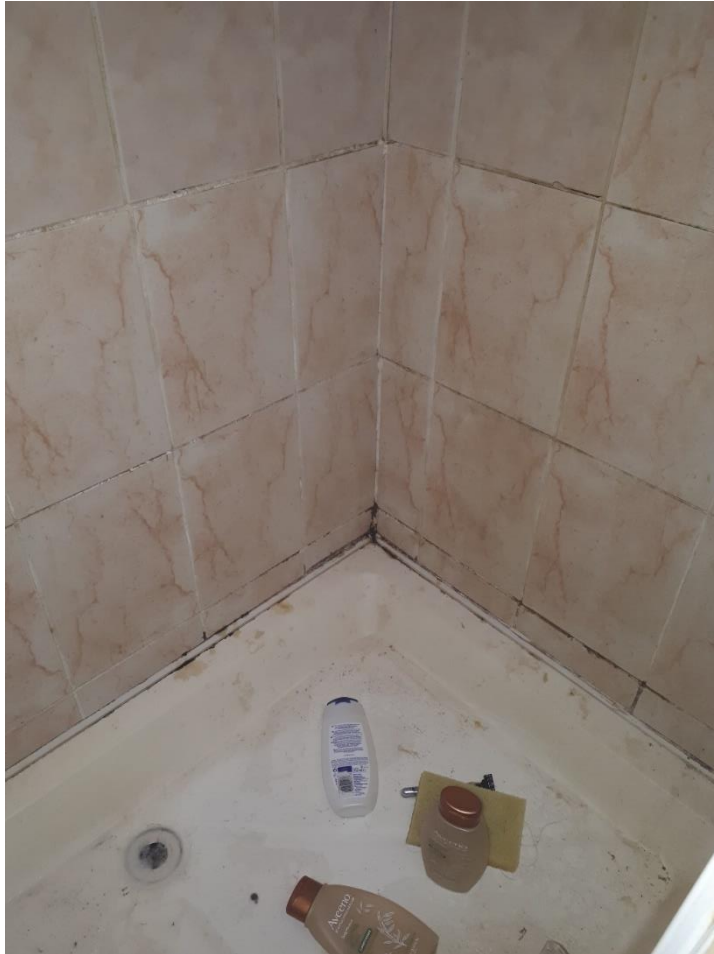
12	Dietary requirements catered for, allergens on display	✓	No issues	
13	HACCP system in use and up to date	✓	No issues	
14	Weekly and monthly menus available and in use	✓	No issues	
15	Last EHO report available if applicable	None	No issues	

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	

22512 – 221011D07

3 Photos of Premises

Shower Tray



Outside Area





4 Conclusions

4.1.1 Inspector Comments

Property 221011D07 is a single room only and is a well-run facility with a pleasant atmosphere.

4.1.2 Actions of Property

The following actions need to be addressed:

- No records available for emergency lighting
- No certs available for inspection
- Shower trays in the bathrooms need attention as mould is gathering around the edges
- No heat sources in the older bathrooms

4.1.3 Actions Concluded

- Shower trays in the bathrooms has been rectified.
 - Washing machine has been replaced.
 - Landlord has provided DCC with all outstanding certs.
 - Landlord looking at options regarding heat source in bathrooms.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221012D02

28th OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	01st November 2022
Reference	22512 – 221012D02 - Final

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

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 28th October 2022

Property Description:

221012D02 is a 28-person facility with 17 bedrooms all ensuite, catering for men and women only. The manager walked the property and was extremely helpful, efficient, and knowledgeable about the property and the 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

Property: 221012D02

Date: 28th October 2022

Inspector: B

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	1	Latent defect – DCC to remedy	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	Excellent space and facilities	
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	✓	Ongoing painting programme throughout	
17	All egress exits free from obstacles	✓	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	Single or double room all ensuite	
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	

22512 PROPERTY 221012D02

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	17	No Issues	
26	Any breakages noted generally	X	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	3	3 Communal bathrooms and 17 ensuite bathrooms	
28	Number of DAC bathrooms per facility	3	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	✓	2 WASHERS AND 2 DRYERS	
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.	✓	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	✓	Recent upgrading of storage for dry food good in compliance with EHO report	
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	

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THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
49	Lighting bright and fittings in good repair	✓	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	✓	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	✓	7/9/22	
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	X	With Facilities Team	
63	Electrical certificates up to date	X	With Facilities Team	

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 Facilities Team	

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	✓	Cleaning contractor in place. Also Housekeeping Supervisor employed to work with service users	
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	28	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	28	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	✓	Tracked manually through reception and wellbeing checks.	
15	Complaints and feedback system in place	✓	Operated by staff members in reception and also at resident's meetings	
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.	✓	2 areas; Nurses station, key workers offices and communal areas	
19	Information on available times for all support services clearly displayed	✓	notice board and office area	

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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEAs at present) 	✓	No Issues	
21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (E.g.: 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	
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	X	Additional alarms to be provided	
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	✓ 07/10/22	No Issues	
31	How often are fire drill conducted on site?	MONTHLY	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	

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33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Evacuation Route Checks are carried out daily and Weekly Bell Tests	
34	Are all fire extinguishers present and serviced up to date?	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	4 on site	
6	Naloxone on site and record of any administration of this intervention	✓	In 2 locations	
7	Defibrillator on site	✓	In 2 locations	
8	PPE in use by all staff	✓	No Issues	

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9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e., prevailing Covid -19 requirements/guidelines active at the time of inspection.	✓	No Issues	
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THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	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	✓	27/6/2022	

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	

22512 PROPERTY 221012D02

3 Photos of Premises

Living Room



Living Room



22512 PROPERTY 221012D02

Bedroom



Bedroom



22512 PROPERTY 221012D02

Basement works



Basement works

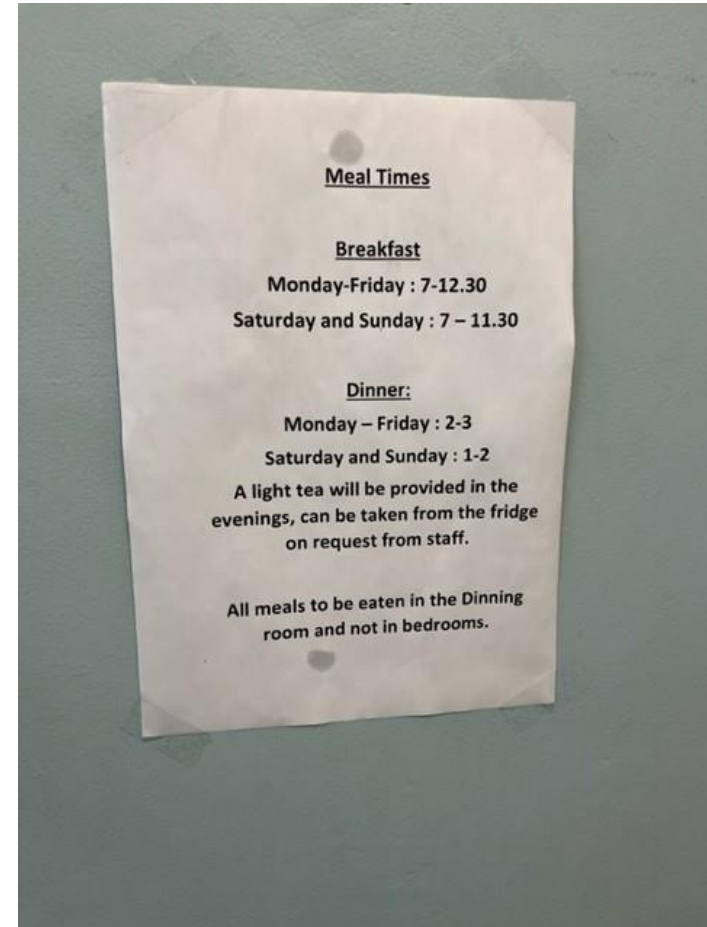


22512 PROPERTY 221012D02

Kitchen



Catering mealtimes





4 Conclusions

4.1.1 Inspector Comments

221012D02 is a 28-person facility with 17 bedrooms all ensuite, catering for men and women only. All food catering is prepared, cooked, and served by the service providers. Service users dine in a dining room adjacent to the kitchen.

The property and its environment appear to be well run, efficient, safe, and friendly.

4.1.2 Actions of the Property

- The main issue raised during the inspection are the repairs required to an external front basement wall.
- Certs to be provided for gas, electrical and water.
- Landlord must provide additional carbon monoxide alarms

4.1.3 Actions Concluded

- DCC to carry out repairs to external front basement wall
 - The landlord is to provide the above outstanding certs to DCC by the end of quarter 01 2023.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221013D08

18TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22 nd Feb 2023
Reference	22512 – 221012D08

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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 October 2022

Property Description: Property 221013D08 premises consists of 2 stories with 3 x 3persons rooms and the rest are double and single rooms. Designated a low threshold facility, male and female bathroom facilities. There are no children on site, 3 couples 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: 221005A96

Date: 18th October 2022

Inspector: A

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

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

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No issues	
12	Condition of floor and wall finishes	√	No issues	
13	Internal CCTV available	√	No issues	
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	√	Outstanding maintenance requests	
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. Numbers agreed with DCC in advance	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	x	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	Only in the common area room	
23	Free Wi-Fi available	√	No issues	

22512 – 221013D08

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues.	
25	Number of DAC bedrooms per facility	1	Occupied No issues. PEEP in place	
26	Any breakages noted generally	Nil	No issues.	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	1 for males and 1 for females No issues.	
28	Number of DAC bathrooms per facility	1	Ensuite in bedroom No issues.	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues. Mechanical	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	Radiators. No issues	
33	Any breakages	Nil	No issues	

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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	No issues	
35	Roster or straightforward system for access in place for all residents	√	Sign in / out sheet in place 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	Yes	One washer needs repairs	Facility to follow up

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 smoking inside allowed. 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	X	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
43	Lighting bright and fittings in good repair	x	No issues	

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44	CCTV in place to cover the area/area monitored	√	CCTV not inside but covers hatch area	
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	X	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
49	Lighting bright and fittings in good repair	x	No issues	
50	CCTV in place to cover the area/area monitored	√	CCTV not inside but covers hatch area	
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	Nil	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	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	√	Fire extinguishers last serviced 03 May 2022. Serviced every 6 months. Daily inspections. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. 27 Sept 2022	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place. With clients file	
62	Gas service records ex. RGI Cert	X	Certificate was not available on site. Informed that DCC have these certificates	Facility Management to follow up on this issue
63	Electrical certificates up to date	X	Electrical certificates were not available on site. Informed that DCC have these certificates.	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	X	Annual Certificate of disinfection for the building water storage system	Facility management to follow up on this issue



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	the buildings water storage system inclusive of any storage tanks and pipework		not available on site. Informed that DCC have these certificates.	
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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	No issues.	

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	Contract cleaners on site from 0800 hrs to 2200 hrs daily. No issues	
2	Names of all staff on site, and their roles.	√	Rota system. Roles in job description and employee handbook. 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	√	Schedule in main office. No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	42	No issues. Agreed with DCC	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	42	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	2	For Sept 2022. Reported on a PASS system to DRHE	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No children on site. No issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Health and Wellbeing checks conducted 0900, 1300, 1800, 2100, 2400, 0300, and 0600 daily. No issues	

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15	Complaints and feedback system in place	√	Residents meeting twice a month with agenda published and any issues can be raised. Manager provides minutes and actions. 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.	√	Safety net room. No issues	
19	Information on available times for all support services clearly displayed	√	Activities and timetable available. 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 children on site. 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	All trained in the above.	

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 27 Sept 2022	
31	How often are fire drill conducted on site?	√	Every month. Bell test weekly. 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 03/05/2022	
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	X	Details not available on day of inspection	Facility to follow up on this issue
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

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Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	42	Catering company delivers meals daily. Breakfast is self service	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly menus. No issues	
15	Last EHO report available if applicable	√	No inspection to date	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	√	No issues	
17	Daily symptoms check in place for residents	√	Twice daily. 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 Alarm System



Kitchen



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Food Preparation Area



Dining Area



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Laundry



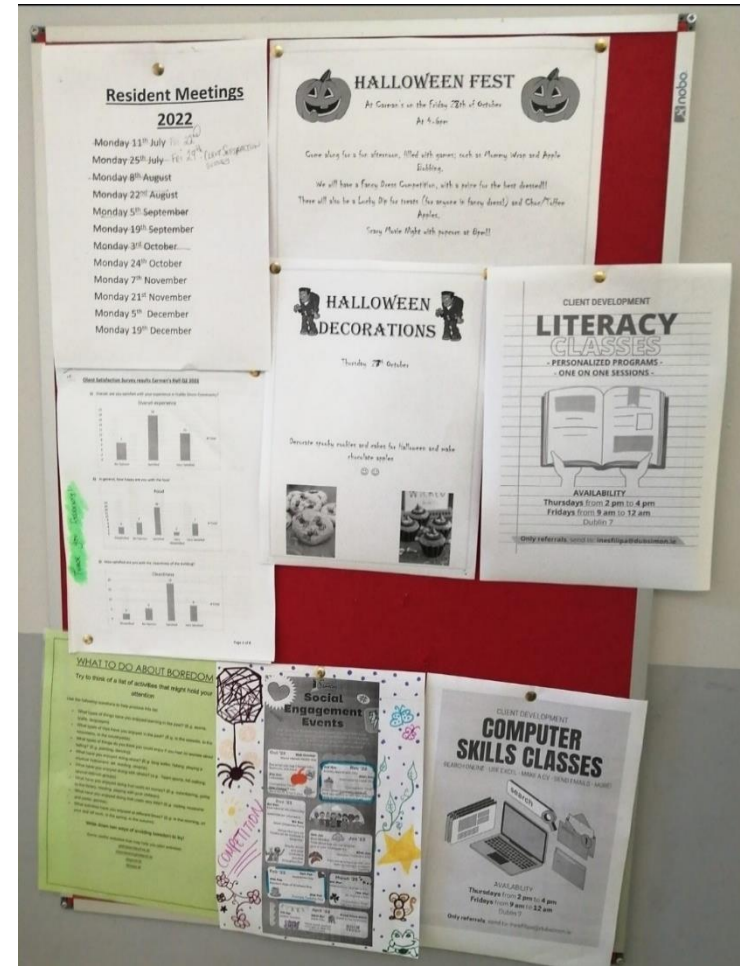
Outside Area



Notice Board



Notice Board

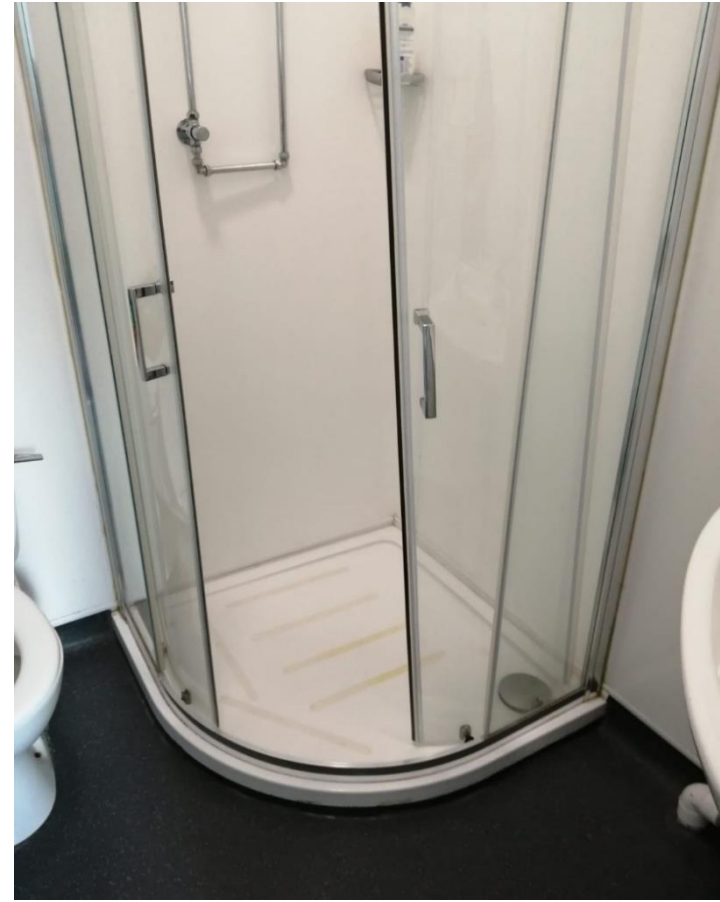


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Bedroom



Shower

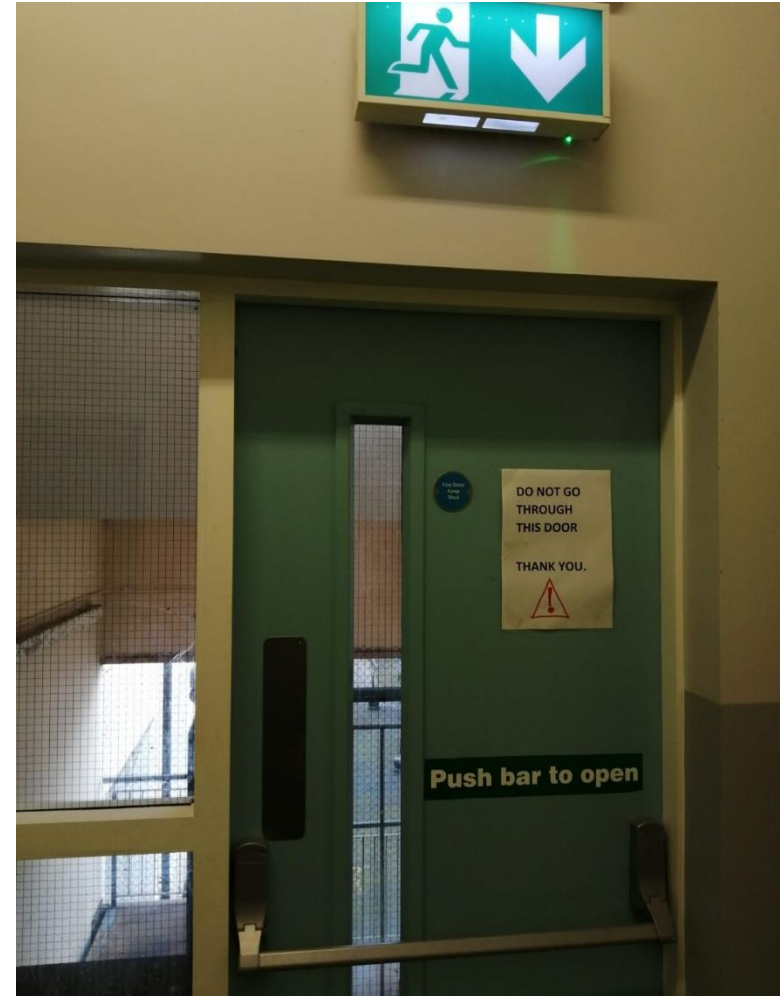


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Shower Facilities



Emergency Lighting





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4 Conclusions

4.1.1 Inspector Comments

Property 221013D08 premises consists of 2 stories with 3 x 3persons rooms and the rest are double and single rooms, appears to be a well run facility.

4.1.2 Actions of Property

The following actions need to be actioned:

- Electrical certificates were not available on site.
- Annual Certificate of disinfection for the building water storage system not available on site.
- RGI Certificate was not available on site.
- No other issues noted.

4.1.3 Actions Concluded

- Landlord to provide the above outstanding certs to DCC by the end of quarter 1 2023.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221014D03

17TH OCTOBER 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd Feb 2023
Reference	22512- 221014D03 - 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**
- 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: 13th October 2022

Property Description:

Property 221014D03 has 62 residents plus 3 babies, with 15 assorted bedrooms. A well run and maintained building in a quiet residential area

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: 221014D03

Date: 17th October 2022

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	

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	✓	15 Assorted Bedrooms	
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	x	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	None N/A	No Issues	
26	Any breakages noted generally	None	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	✓	No Issues	
28	Number of DAC bathrooms per facility	✓	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	x	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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	None	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	✓	Managed by staff	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	None	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	X	Communal Kitchen used by residents	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
43	Lighting bright and fittings in good repair	X	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	None	No Issues	

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	X	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
49	Lighting bright and fittings in good repair	x	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	None	No report	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	x	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	Monthly 06/10/22	
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	

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

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	DCC notified of major issues, others dealt with by maintenance	

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Managed by 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	✓	Once a week	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	62	Plus 3 babies = 65	
7	No. of available beds today	Zero	No Issues	
8	No. of service users booked in today	65	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE		No Issues	
10	No. of no shows/vacancies today	None	No Issues	
11	No. of official complaints received on file and verified with DRHE	1	Dealt with internally	

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	✓	Weekly 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 • Children first, where applicable (only required for Family PEA's at present) 	✓ ✓	No Issues	

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ X X ✓ X ✓	Commencing week of 24/10/22 Commencing week of 24/10/22 Training booked in for November	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Name Badges, staff well known	
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?	✓	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	None	No Issues	
2	No. of service user fatalities on site since last inspection	None	No Issues	
3	No. of incidents of domestic violence on site since last inspection	None	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	X	Training commencing November	
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	None	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	N/A	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

Reception/Fire Alarm System



Communal Kitchen



Communal Area



Garden/Playground





4 Conclusions

4.1.1 Inspector Comments

Property 221014D03 is a well run and maintained building in a quiet residential area. Immediate training issues are being addressed in the next few weeks. A high compliance all round.

4.1.2 Actions of Property Management

Actions from the site inspection that need to be addressed:

- Training needs to be completed in the areas highlighted in the report.

4.1.3 Actions Concluded

- Naloxone training has been completed in November.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221100D01

30th November 2022

Prepared by	Eamon O'Boyle and Associates
Date	23rd February 2023
Reference	22512 – 221100D01 - 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: 30th November 2022

Property Description: Property 221100D01 facility is comprised of 41 units catering for men. On the date of inspection there were 119 men living at this property. The property is quite old with no evidence of any maintenance problems. It has additional newer extensions to the rear of the original building. There are a number of communal areas with seating throughout the building.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221100D01

Date: 30th November 2022

Inspector: B

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

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	Good	This is an old building and the windows reflect this.	
7	Streetscape clean and free from rubbish	✓	No Issues	
8	Regular outside checks	✓	Every 2 hours	
9	External CCTV in place	✓	No Issues	
10	External items for repair	Nil	No Issues	

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

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	✓	As agreed with DCC	
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	x	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	50% of the mattresses are hospital type and mattress protecters are being used on the remainder. There are replacements ordered but supply is an issue at the moment.	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	Nil	There are TVs in communal areas	
23	Free Wi-Fi available	✓	No Issues	

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24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	There are various types of windows throughout the building. Some are particularly old.	
25	Number of DAC bedrooms per facility	0	No Issues	
26	Any breakages noted generally	Nil	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All bedrooms are ensuite with a varying number of persons per room. Up to 6	
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	X	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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.	Nil	No Issues	
33	Any breakages	Nil	No Issues	

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

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35	Roster or straightforward system for access in place for all residents	N/A	Service not provided onsite	
36	CCTV in place in the laundry area	N/A	Service not provided onsite	
37	Sufficient numbers of washers and dryers available.	N/A	Service not provided onsite	
38	Any repair issues	N/A	Service not provided onsite	

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	X	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
43	Lighting bright and fittings in good repair	x	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 report	

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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	X	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
49	Lighting bright and fittings in good repair	x	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	Nil	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	Nil	All disposables	
55	Any breakages noted generally	Nil	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	4/10/2022	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	✓ 2022	No Issues	
60	Fire drill done in the last Quarter and date	3/11/22	Monthly	
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	✓	Weekly Check and log of maintenance electronically recorded. Service provider responsible for maintenance.	

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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	✓	Detailed policy on file and main points on display for service users and staff	
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 place by service provider	
2	Names of all staff on site, and their roles.	✓	No Issues	
3	Cleaning products available to service users	✓	No Issues	
4	Laundry facility available to service users	Nil	Service provider provides linen change weekly and towel change twice weekly. Use contactor – premier linen	
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	119	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	119	No Issues	

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9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	To DCC daily at 7.30 am	
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	

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

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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	All staff members wear hi- viz vests and lanyards identifying as staff with fire warden duties. No name badges.	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	Detailed roster in place	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	Showing 2 faults	To be looked at by service provider
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	3/11/2022	No Issues	
31	How often are fire drill	Monthly	No Issues	

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

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

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

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

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



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19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	N/A	No Issues	
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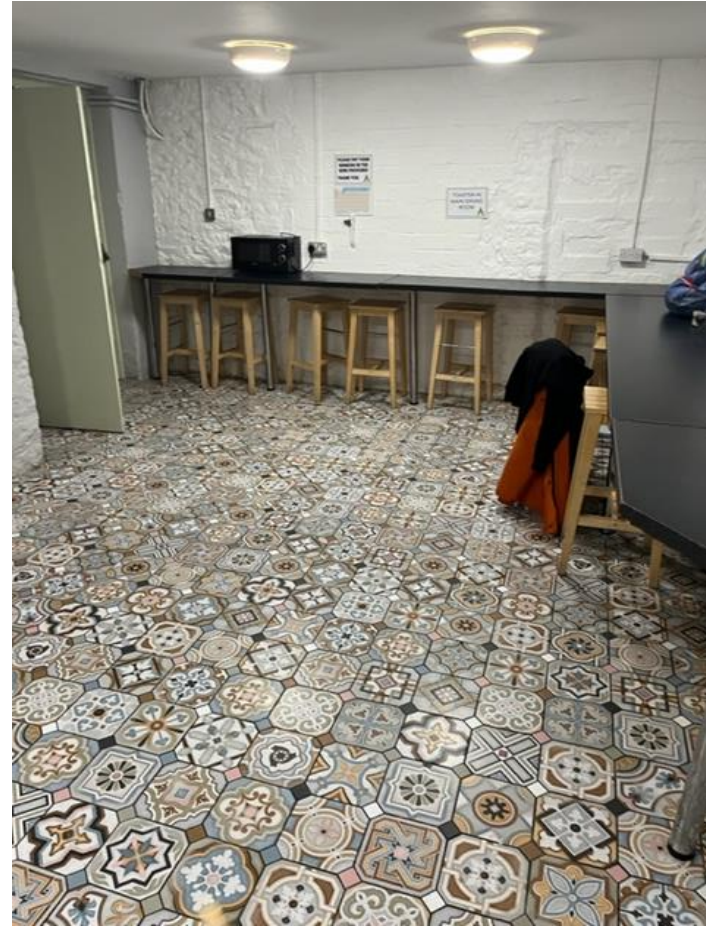
22512 PROPERTY 221100D01

3 Photos of Premises

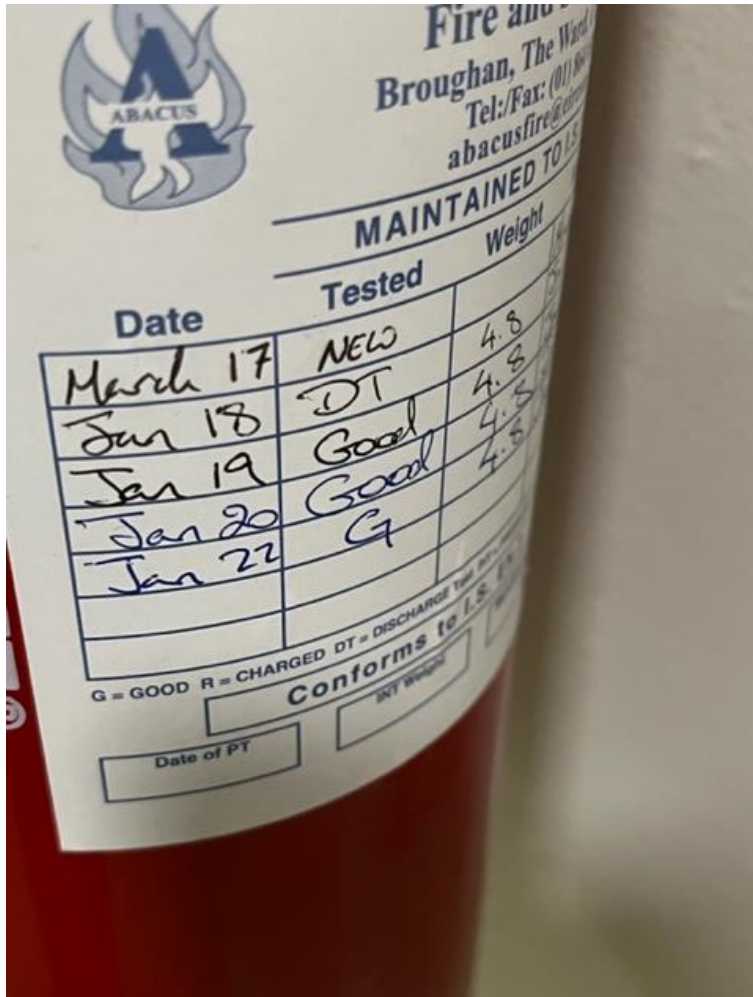
Fire Panel



Communal Area



Fire Extinguishers



Kitchen Area



4 Conclusions

4.1.1 Inspector Comments

Property 221100D01 atmosphere at the property is good with a pleasant interaction between service users and staff. There was an extremely efficient presentation of all documentation relating to the property and a really good knowledge of the service provision and the property.

There is currently development of a new dining area and relocation of a support workers meeting area. There is a large deck area outside which serves as a smoking area. There are 3 meals provided for service users at the property: a continental breakfast provided, lunch and dinner delivered by a contractor.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- Fire alarm is showing 2 faults, this will need to be serviced
- 50% of the mattresses will need to be replaced
- No defibrillator onsite

4.1.3 Actions Concluded

- The fire alarm fault has been rectified
 - The mattresses issue is ongoing but the property management are committed to ensure this is completed.
 - Defibrillator has now been delivered
 - Training is ongoing and will be completed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221101D03

08th November 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd February 2023
Reference	22512 – 221101D03 - 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: 08th November 2022

Property Description: Property 221101D03 is a two-storey building with occupancy for 79 persons in 24 rooms, all found to be in good condition

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: 221101D03

Date: 08th November 2022

Inspector: C

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good well-maintained building	
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	✓	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	✓	No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Awaiting delivery of new bed	
20	Furnishings (including beds) fit for purpose and in good repair	x	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	x	Not all are of washable type, are being replaced.	
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	✓	No Issues	
26	Any breakages noted generally	None	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	2	Shared Ladies and Gents on ground floor. All rooms ensuite	
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	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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	Not Required	
36	CCTV in place in the laundry area	✓	No Issues	
37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	None	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 KITCHEN FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	X	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	x	No Issues	
43	Lighting bright and fittings in good repair	X	No Issues	
44	CCTV in place to cover the area/area monitored	✓	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	None	No report available	

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

50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Staff Cleaning	
52	Most recent EHO inspection report available if applicable	✓	No report available	
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	x	Some Bulbs out of order	To be addressed on next service period, November
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	✓	30/9/22, Fire Drills every six weeks	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	N/A	No Issues	
62	Gas service records ex. RGI Cert	x	No Records available	Verify

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63	Electrical certificates up to date	x	No Records Available	Verify
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THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	x	No Records Available	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	x	No Log available,	Create Log

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Staff	
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	x	No documented Schedule	Create Schedule

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	79	No Issues	
7	No. of available beds today	77	No Issues	
8	No. of service users booked in today	73	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	2	No Issues	
10	No. of no shows/vacancies today	None	No Issues	
11	No. of official complaints received on file and verified with DRHE	None	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	✓	Report every Sun to DCC of availability of beds	

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	✓	Focus Ireland have office in building	

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	<p>Key staff trained in:</p> <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>NO</p> <p>x</p> <p>✓</p>	<p>3 staff to attend CPI course Nov</p> <p>Only one staff member with first aid training, others to be trained</p>	<p>Provide Training</p>
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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	x	Not documented	Create Document

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26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	N/A		
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	X	To be addressed	Design plan
31	How often are fire drill conducted on site?	✓	Every six weeks	
32	Are there adequate fire escape route finder plans in the property?	X	To be addressed	Design Plans
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	Provide same

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	None	No Issues	
2	No. of service user fatalities on site since last inspection	None	No Issues	
3	No. of incidents of domestic violence on site since last inspection	None	No Issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	No Issues	
5	First aid box on site and fully stocked	✓	No Issues	
6	Naloxone on site and record of any administration of this intervention	N/A		
7	Defibrillator on site	X	No defibrillator in building	Provide same
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	Delivered by Caterer Breakfast 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	✓	Temp checks on food delivered and recorded	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	x	Not available	

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

Fire Panel



Fire Extinguisher



22512 - 221101D03

Communal Area



Children's Area

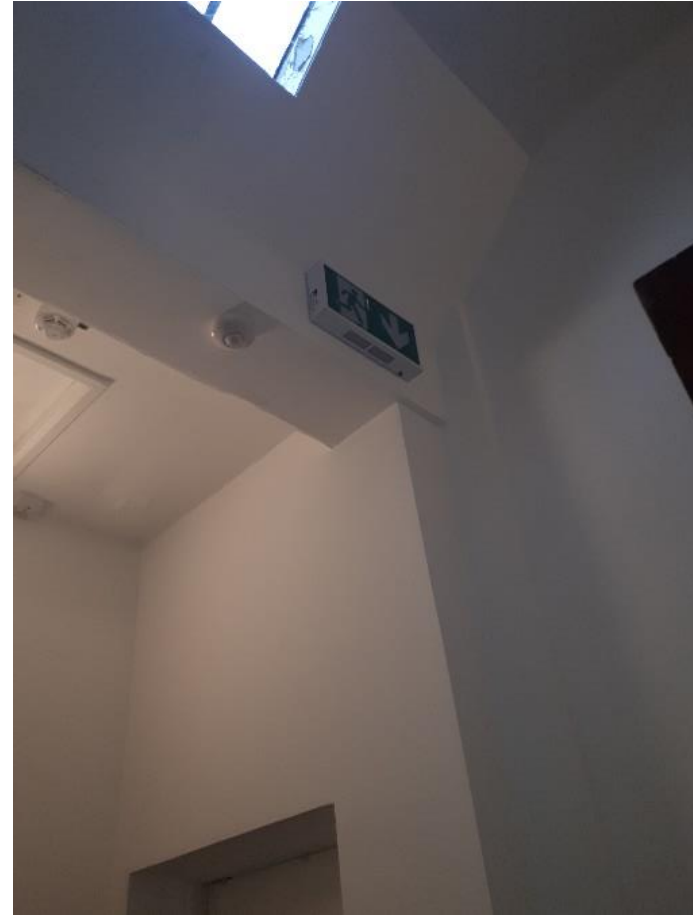


22512 - 221101D03

Bulb Out of Order



Bulb Out of Order



4 Conclusions

4.1.1 Inspector Comments

Property 221101D03 is a two-storey building with occupancy for 79 persons in 24 rooms. A sample of each of the rooms was taken, all found to be in good condition. The building is well maintained and in good order, with plenty of space for adults and children. Staff were very helpful.

4.1.2 Actions of Property

Some issues need to be addressed as soon as possible,

- Not all mattresses of washable type
- Directional signage bulbs o/o/o
- No Gas Records Available
- No Electrical Records Available
- No Schedule for water tanks
- No documented Maintenance log.
- No documented sanitizing schedule
- Insufficient staff first aid trained
- No documented complaints policy
- No Emergency Evacuation plan on display
- No Fire escape route finder plans
- No Defibrillator.

4.1.3 Actions Concluded

- Mattresses are being replaced as each resident moves out, ongoing process.
 - Bulbs have been replaced and cert provided to DCC.
 - Gas is due to be serviced in April and cert will be provided once completed, electrical work currently taking place and cert will be provided once work has finished.
 - Landlord is engaging with a competent person to service the water storage system, the certs for this will be provided to DCC by the end of quarter 1 in 2023.
 - Logs have been created and a daily schedule is included.
 - Training of staff has been completed in some of the areas, ongoing training in first aid.
 - A fire consultant has been engaged to complete the emergency evacuation plans and are now in place.
 - The defibrillator has now been delivered, defibrillator training completed in Q1
-



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Dublin City Council

SITE INSPECTION REPORT

Property 221102D04

29th November 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd February 2023
Reference	22512 – 221102D04 - 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: 29th November 2022

Property Description: Property 221102D04 is a facility run for families and is comprised of 14 units catering for families of various sizes. On the date of inspection there were 19 adults and 35 children living at this property. The property is quite old with no evidence of any maintenance problems. There is good space in communal areas and corridors.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221102D04

Date: 29th November 2022

Inspector: B

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

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	Good	No issues	
7	Streetscape clean and free from rubbish	✓	Small Car Park to the front of the building.	
8	Regular outside checks	✓	Twice Daily	
9	External CCTV in place	✓	No issues	
10	External items for repair	Nil	No issues	

22512 PROPERTY 221102D04

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	✓	Floor coverings are new and wall finishes fresh and clean.	
13	Internal CCTV available	✓	Yes	
14	Appropriate lighting and fixtures	✓	No Issues	
15	Passive ventilation in bedrooms	✓	There are 4 bedrooms that open on to a fire escape and these have been sealed with glass by direction of DCC. There is an alternative ventilation system in these rooms.	
16	Any internal repairs required	Nil	There is a rolling maintenance programme carried out by service provider.	
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	Just for the night of 28/22/2022 as it was being painted and was available morning of 29/11/2022	
20	Furnishings (including beds) fit for purpose and in good repair	X	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in	✓	No Issues	

22512 PROPERTY 221102D04

	rooms with reasonable choice channels available for the client base being accommodated.			
23	Free Wi-Fi available	✓	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	There are 4 bedrooms that open on to a fire escape and these have been sealed with glass by direction of DCC. There is an alternative ventilation system in these rooms.	
25	Number of DAC bedrooms per facility	0	No Issues	
26	Any breakages noted generally	Nil	No Issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	All 14 family units are ensuite rooms	
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	✓	There was evidence of mould on the ceiling of one bathroom as a result of a leak – which has been repaired and is due to be painted.	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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	Nil	No Issues	

22512 PROPERTY 221102D04

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	2 washers and 2 Driers Service Provider arranges for Laundry of bed linen and towels	
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	Nil	No Issues	

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

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

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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	X	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No Issues	
49	Lighting bright and fittings in good repair	x	No Issues	
50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	Nil	All staff are HACCP trained.	
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	Nil	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, emergency lighting serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	14/10/2022	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	✓	There is a maintenance log operated by the service provider that is responsible for all repairs with the exception of any malicious damage that may occur.	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	Staff are aware of policy which is communicated to staff and service users. An SOP is being drafted at the moment.	
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	✓	Contractor provided. 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	

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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	6	No Issues	
8	No. of service users booked in today	54	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	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	✓	Manual Record in operation	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	Emailed to DCC daily	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	



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

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

22512 PROPERTY 221102D04

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 X • 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	✓	There is a display of names and photos of staff members displayed.	
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	✓	All recorded in reception diary, emailed for information and action.	

22512 PROPERTY 221102D04

26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	Delegation of management of safety areas to specific staff members.	
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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	Nil	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	✓ 14/11/2022	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Daily at shift change – 12 noon	
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	

22512 PROPERTY 221102D04

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	Nil	Not on site	
7	Defibrillator on site	Nil	Staff are trained and waiting for DCC to supply	
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.	✓	No Issues	

22512 PROPERTY 221102D04

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	Nil	Staff are trained. HAACP operated by catering contractor.	
14	Weekly and monthly menus available and in use	✓	No Issues	
15	Last EHO report available if applicable	N/A	No report	

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	N/A	No Issues	
19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	N/A	No Issues	

3 Photos of Premises

Bedroom



Bathroom



22512 PROPERTY 221102D04

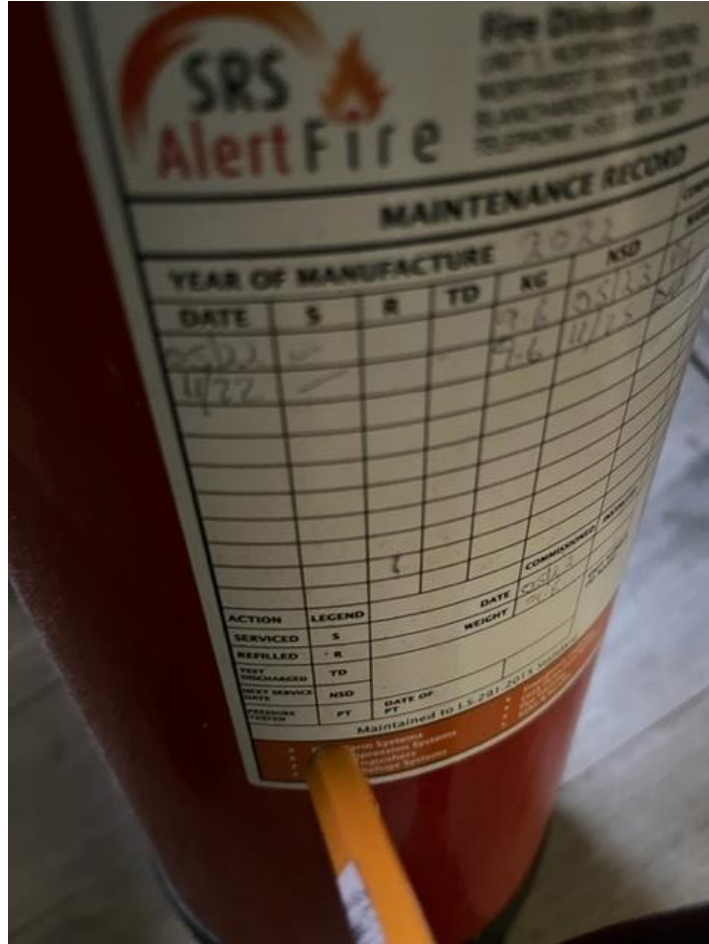
Laundry



Dining Area



Fire Extinguishers



Kitchen Area





4 Conclusions

4.1.1 Inspector Comments

Property 221102D04 atmosphere at the property is good with a pleasant interaction between service users and staff. There was an extremely efficient presentation of all documentation relating to the property and a really good knowledge of the service provision and the property.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- Address the mould and paint where the leak was.
- Order defibrillator

4.1.3 Actions Concluded

- Mould has been removed and ceiling has been painted.
 - The defibrillator has now been delivered.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

Property 221103D06

18th November 2022

Prepared by	Eamon O'Boyle and Associates
Date	22nd February 2023
Reference	22512 – 221103D06 - Final

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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.
-

22512 PROPERTY 221103D06

1.2 Inspection Details

Inspector: B

Date: 18th November 2022

Property Description: Property 221103D06 is comprised of an original building which has been modernised and refurbished and has a rolling maintenance policy and also a new build addition which is at the back of the property.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Property: 221103D06

Date: 18th November 2022

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	Excellent	An older building that has recently been refurbished with a newly build extension.	
2	Overall atmosphere	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	Excellent	Parking area to the front and large garden area garden area to the rear which is available to service users	
7	Streetscape clean and free from rubbish	✓	No Issue	
8	Regular outside checks	✓	Daily Checks	

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9	External CCTV in place	✓	No Issue	
10	External items for repair	NO	No Issue	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells

Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	✓	Large Dining area with large TV	
12	Condition of floor and wall finishes	✓	There is new floor covering throughout.	
13	Internal CCTV available	✓	No Issue	
14	Appropriate lighting and fixtures	✓	No Issue	
15	Passive ventilation in bedrooms	✓	There are 3 types of windows throughout the building.	
16	Any internal repairs required	✓	Rolling maintenance ongoing by staff on site.	
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	✓	25 Rooms all ensuite	
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	x	No Issue	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issue	

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22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issue	
23	Free Wi-Fi available	✓	No Issue	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issue	
25	Number of DAC bedrooms per facility	2	No Issue	
26	Any breakages noted generally	Nil	Breakages Log and Diary in operation	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All 25 rooms are ensuite and are shared by families. 2 rooms have 7 family members.	
28	Number of DAC bathrooms per facility	2	The 2 ensuites in the DAC rooms.	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	All recently refurbished or in new build so in excellent condition.	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No Issue	
31	Openable window and/or mechanical ventilation in place	✓	No Issue	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issue	
33	Any breakages	Nil	No Issue	

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THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	Service users use laundry facilities at €1 a cycle.	
35	Roster or straightforward system for access in place for all residents	✓	No Issue	
36	CCTV in place in the laundry area	✓	No Issue	
37	Sufficient numbers of washers and dryers available.	✓	4 Washers and 4 driers	
38	Any repair issues	Nil	No Issue	

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	

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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	X	No Issue	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No Issue	
49	Lighting bright and fittings in good repair	x	No Issue	
50	CCTV in place to cover the area/area monitored	✓	No Issue	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Record is present of the deep cleaning schedule performed by night staff. A good and thorough cleaning schedule is in place not using HACCP guidelines.	
52	Most recent EHO inspection report available if applicable	N/A	No Issue	
53	Suitable utensils and cookware available	✓	No Issue	
54	Dishwasher/s available	✓	No Issue	
55	Any breakages noted generally	Nil	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	✓	Sprinkler system in new build	
60	Fire drill done in the last Quarter and date	18/09/22	Monthly fire drills carried out and bell tests fortnightly. If there is a large turnover of service users, then drills may be more frequent.	
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	Nil	Not on site for inspection	To be provided by owner

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	✓	This contract has been put in place and will commence early December.	

THEME 1 – MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	There is a log, and the service provider is responsible for maintenance.	

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
66	Staff aware of responsibilities and Policy document available for review	✓	There is a policy in place which will be formalised.	
67	Evidence of managing issues arising available for review	✓	Recorded in diary and passed to DCC	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	✓	Run internally by employees of facility	
2	Names of all staff on site, and their roles.	✓	No Issue	
3	Cleaning products available to service users	✓	No Issue	
4	Laundry facility available to service users	✓	There is a small charge for laundry use.	
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	94	No Issue	
7	No. of available beds today	0	No Issue	

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8	No. of service users booked in today	94	No Issue	
9	No. of beds unavailable, have these been reported to the DRHE	NA	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 Issue	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issue	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	No	This is done manually at reception.	
15	Complaints and feedback system in place	✓	No Issue	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issue	
17	Vacancies returned within 24 hours at correct times	✓	Sent to DCC every Monday	

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	

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19	Information on available times for all support services clearly displayed	✓	Meetings with key workers are made by appointment. Information on times and contact numbers is displayed.	
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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> • fire safety • Children first, where applicable (only required for Family PEA's at present) 	✓	Always 2 on duty	
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 	✓ ✓ ✓ ✓ ✓ Nil ✓ ✓	No Issue	

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THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	Nil	Everyone aware of the staff	
23	Staff well presented, informed and helpful	✓	No Issue	
24	Staff interaction with residents professional and friendly	✓	Good, respectful, and courteous relationships evident during this visit	
25	Facility has a documented complaints policy and log	✓	No Issue	
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issue	

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issue	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issue	
29	Sufficient levels of trained staff on site as required	✓	No Issue	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issue	
		18/09/22		
31	How often are fire drill conducted on site?	Monthly	No Issue	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issue	

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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	

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	There were 2 occasions when children fell in their own bedrooms and required medical assistance.	
2	No. of service user fatalities on site since last inspection	Nil	No Issues	
3	No. of incidents of domestic violence on site since last inspection	1	Reported to DCC 08/11/22	

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	Nil	No Issue	
7	Defibrillator on site	✓	DCC to supply. Staff training has been completed.	
8	PPE in use by all staff	✓	When required	
9	Service users complying with any public health requirement or	✓	Yes	

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	guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.			
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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	1	A continental breakfast is supplied by the provider. This does not involve meal prep or cooking.	
11	Drinking water available	✓	No Issue	
12	Dietary requirements catered for, allergens on display	N/A	Catering not provided	
13	HACCP system in use and up to date	N/A	Catering not provided	
14	Weekly and monthly menus available and in use	N/A	Catering not provided	
15	Last EHO report available if applicable	N/A	Catering not provided	

THEME 3 – COVID				
Number	Item		Comments/Remarks	Actions
16	Daily symptoms check in place for staff	Nil	Antigen tests and thermometers are available to use if symptoms are displayed that would cause concern.	
17	Daily symptoms check in place for residents	Nil	Antigen tests and thermometers are available to use if symptoms are displayed that would cause concern.	
18	All staff familiar with procedure for dealing with symptoms in staff or resident	Nil	Antigen tests and thermometers are available to use if symptoms are displayed that would cause concern.	



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19	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issue	
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3 Photos of Premises

Bedroom of 6

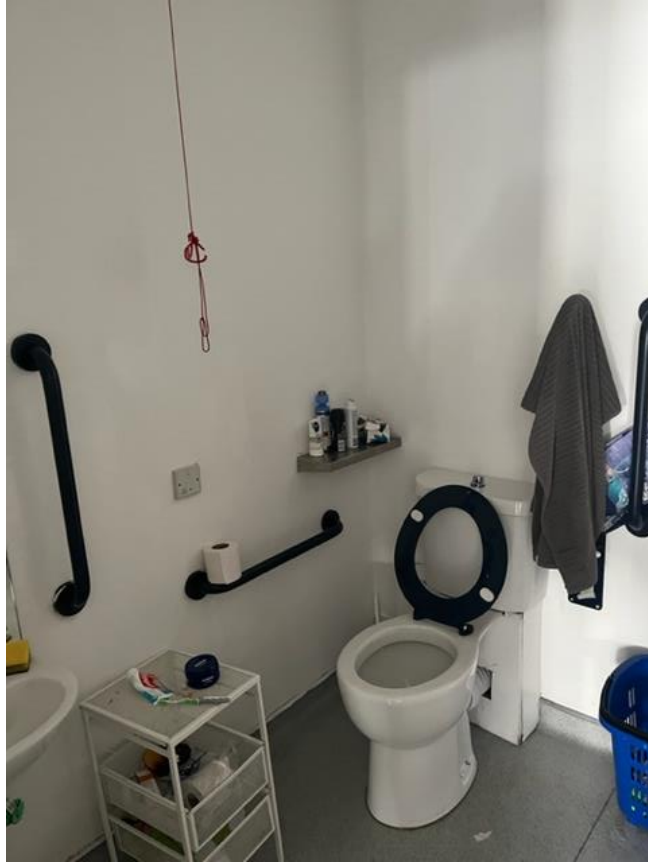


Communal Area



22512 PROPERTY 221103D06

DAC Toilet



Fire Extinguisher serviced



Kitchen Fire Safety



Laundry





4 Conclusions

4.1.1 Inspector Comments

The buildings of property has been in operation for 2 years and 3 months catering for families – 94 persons. There are 25 rooms catering for family sizes of 2 to 7. The service provides a dry goods breakfast, and the families cook and prepare all other meals. There are a number of well -equipped cooking stations available in the kitchen, including one with DAC. Well-kept garden area available to service users to the rear of the property.

This property presents as a well-run and maintained facility for service users.

4.1.2 Actions of Property

- Actions from the site inspection that need to be addressed:
- Electrical certs to be provided.

4.1.3 Actions Concluded

- Electrical certs have been submitted, no further action is required.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221104D07

04TH November 2022

Prepared by	Eamon O'Boyle and Associates
Date	22 nd February 2023
Reference	22512 – 221104D07 - Final

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

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 04th November 2022

Property Description: Property 221104D07 is an all-male facility where 70% of the service users are working, some by day and some by night.

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: 221104D07

Date: 04th November 2022

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Informed that the premises was built pre 1963.	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	Storage heaters with individual controls. No issues	
4	CCTV in common areas	X	No CCTV on site	Facility Management to liaise with DCC on this issue
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	X	No CCTV on site	Facility Management to liaise with DCC on this issue
10	External items for repair	Nil	No issues	

THEME 1 – COMMON AREAS – Reception, Corridors, Stairwells				
Number	Item		Comments/Remarks	Actions
11	Condition of communal areas	√	No communal room.	
12	Condition of floor and wall finishes	√	Tiled downstairs and carpet on stairs and landings. No issues	
13	Internal CCTV available	X	No CCTV on site	Facility Management to liaise with DCC on this issue
14	Appropriate lighting and fixtures	√	No issues	
15	Passive ventilation in bedrooms	√	No issues	
16	Any internal repairs required	Nil	No issues	
17	All egress exits free from obstacles	√	No issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. 2 / 3 to each room. No issues	

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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	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	All replaced in 2021. No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	X	Not provided	Facility Management to liaise with DCC on this issue
23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	Restrictors on big windows. No issues	
25	Number of DAC bedrooms per facility	Nil	No issues	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	1 bathroom per room. No issues	
28	Number of DAC bathrooms per facility	Nil	No issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	X	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	

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32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	√	Radiators in bedrooms which heat the bathrooms	
33	Any breakages	No	No issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	Washer / Dryer in kitchen	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	X	No CCTV on site	Facility Management to liaise with DCC on this issue
37	Sufficient numbers of washers and dryers available.	√	No issues	
38	Any repair issues	No	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	Smoking area outside Smoking not allowed inside No issues	
40	CCTV in place to cover the area/area monitored	X	No CCTV on site	Facility Management to liaise with DCC on this issue

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	x	No issues	

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42	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
43	Lighting bright and fittings in good repair	x	No issues	
44	CCTV in place to cover the area/area monitored	X	No CCTV on site	Facility Management to liaise with DCC on this issue
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 commercial kitchen on site. No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No issues	
49	Lighting bright and fittings in good repair	x	No issues	
50	CCTV in place to cover the area/area monitored	X	No CCTV on site	Facility Management to liaise with DCC on this issue
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	√	Service users use own utensils and crockery. No issues	
54	Dishwasher/s available	X	No dishwasher on site. Sink in kitchen	
55	Any breakages noted generally	x	No issues	

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56	Bin storage facilities - is it safe and appropriate	√	No issues	
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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place 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 last serviced 28/6/2022. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 2/2022. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly Last fire drill held on 16/09/2022 No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	Personal Emergency Evacuation Plan in place No issues	
62	Gas service records ex. RGI Cert	√	No gas on site. No issues	
63	Electrical certificates up to date	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	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

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	inclusive of any storage tanks and pipework			
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THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	White board system in use in office. Common area maintenance check log being developed. 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	√	White board system in use in office. No issues	

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	In house cleaning. No issues	
2	Names of all staff on site, and their roles.	√	24 hour Duty Manager system. 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	√	In house cleaning. No issues	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	19	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	19	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	For Oct 2022. 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	√	House rules in place. No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Night time sign in sheet in place. Residents entry / exit not tracked as service users are free to come and go. No curfew in place. No issues	
15	Complaints and feedback system in place	√	White board system in office used. No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	On line system in use. No issues	



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17	Vacancies returned within 24 hours at correct times	√	No issues	
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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Kitchen used. No issues	
19	Information on available times for all support services clearly displayed	√	One to one with details supplied by representative. 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 No children on site. 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	N/A	N/A in this case. 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	Located in kitchen.	Facility Management to follow up on this 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 16/092022	
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	Facility in process of revising current route finder plans.	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: 02/2022	
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	√	Informed that Naloxone not required on site No issues	
7	Defibrillator on site	X	No defibrillator on site	Facility Management to follow up on this issue
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	N/A	Service users prepare and cook own meals in kitchen. 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	√	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	

22512 – 221104D07

3 Photos of Premises

Stairs, Fire notices, fire door



Bedroom



22512 – 221104D07

Carbon Monoxide Alarm



Fire Alarm Panel



4 Conclusions

4.1.1 Inspector Comments

Property 221104D07 is an all-male facility where 70% of the service users are working, some by day and some by night. There is no curfew and service users are free to go / return on their own times.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

The following actions need to be actioned:

- No CCTV system on site
- Electrical certificates were not available on site on day of inspection.
- Annual Certificate of disinfection for the buildings water storage system was not available on site on day of inspection.
- Facility in process of revising current route finder plans.
- No defibrillator on site.

4.1.3 Actions Concluded

- A defibrillator has now been delivered.
 - landlord is to provide the above outstanding certs by the end of quarter 1 in 2023.
 - Landlord is seeking quotes for work around CCTV and Emergency Route Plan
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221105D07

08th November 2022

Prepared by	Eamon O'Boyle and Associates
Date	23rd February 2023
Reference	22512 – 221105D07 - 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: 08th November 2022

Property Description: Property 221105D07 was refurbished in Aug 2022, is a 2-story property designated for females only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 221105D07

Date: 08th November 2022

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property was refurbished in Aug 2022. Property is a 2 story property. There are 12 bedrooms, 2 singles and 10 doubles (bunk beds). Current capacity of 22 service users. Property is designated for females only. Property is in very good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	Gas heating system. No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	



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

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

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. 12 bedrooms (2 singles and 10 doubles). Doubles have bunk beds. Capacity for 22 service users. No issues	

22512 – 221105D07

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	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	Nil	No issues	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues	
28	Number of DAC bathrooms per facility	Nil	No issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	

22512 – 221105D07

32	Heat source present in the bathroom i.e. radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	No	No issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	Laundry located off the kitchen area. 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 1 dryer. No issues	
38	Any repair issues	No	No issues	

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

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

22512 – 221105D07

43	Lighting bright and fittings in good repair	x	No issues	
44	CCTV in place to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	In house cleaning. 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	X	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
49	Lighting bright and fittings in good repair	x	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	X	Sink in kitchen	
55	Any breakages noted generally	x	No issues	
56	Bin storage facilities - is it safe and appropriate	√	No issues	

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THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Register in place. 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	√	Fire extinguishers last serviced 08/2022 No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly Last fire drill held on 20/10/2022 Bell test weekly. 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	√	Certificate in place. No issues	
63	Electrical certificates up to date	√	Certificates in place. 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	√	Annual Certificate of disinfection for the buildings water storage system in place. 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	√	Weekly report to Facility Management. No issues	

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	In house. 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	

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THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	22	No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	21	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	1	Informed that this bed has been blocked by DCC	
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	√	House rules in place. No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	



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THEME 2 – SUPPORT SERVICES				
Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Kitchen or office. No issues	
19	Information on available times for all support services clearly displayed	√	Information provided on a one to one basis by the representative. 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 No children on site	

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	

22512 – 221105D07

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	12	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 20/10/2022	
31	How often are fire drill conducted on site?	√	Monthly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Fire Register in place No issues	
34	Are all fire extinguishers present and serviced up to date?	√	No issues Last serviced: 08/2022	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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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	X	Not on site at present	
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	Meals are delivered to facility. 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	

22512 – 221105D07

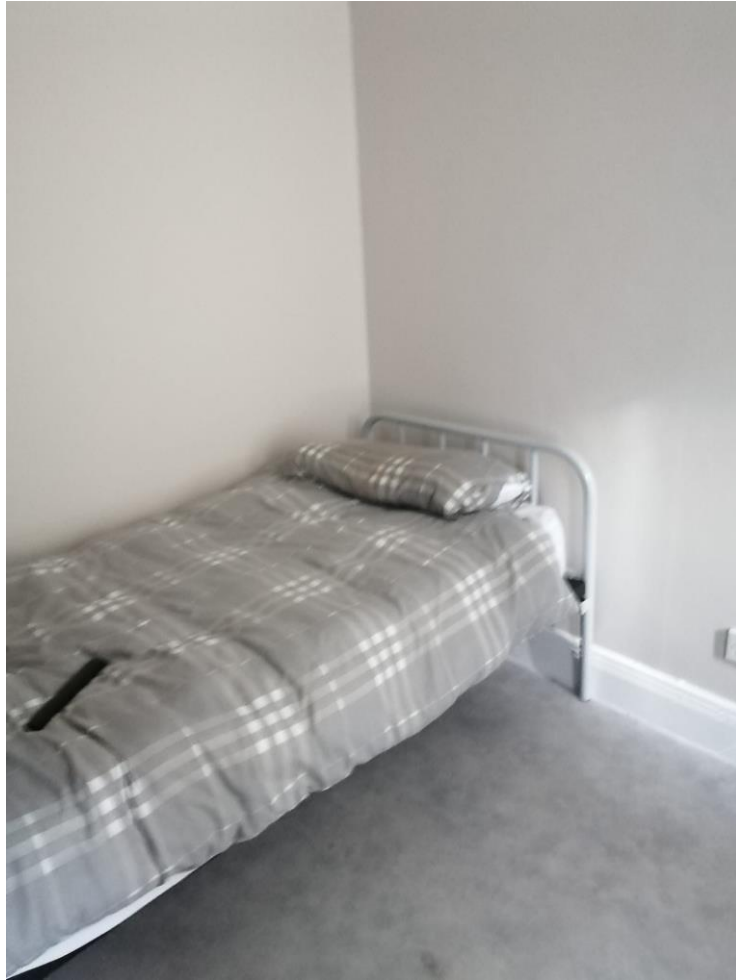
3 Photos of Premises

Back Garden



22512 – 221105D07

Bedroom Single



Bunk beds



Fire Bell



Kitchen





4 Conclusions

4.1.1 Inspector Comments

Property 221105D07 is in very good condition having been refurbished in August 2022.
All rooms are ensuite.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- No further action is required.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

221106D07

22nd November 2022

Prepared by	Eamon O'Boyle and Associates
Date	23rd February 2023
Reference	22512 – 221106D07

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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: 22nd November 2022

Property Description: Property 221106D07 is in good condition having been refurbished in 2007.

Property is a 3-story property, there are 27 bedrooms consisting of single, doubles and triple bedrooms, all rooms are ensuite. Current capacity of 58 service users, property is designated for males only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 221106D07

Date: 22nd November 2022

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property was refurbished in Aug 2007. Property is a 3-story property. There are 27 bedrooms consisting of single, doubles and triple bedrooms. All rooms are ensuite. Current capacity of 58 service users. Property is designated for males only. Property is in good condition.	
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	

22512 – 221106D07

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	√	Hourly checks. No issues	
9	External CCTV in place	√	No issues	
10	External items for repair	Nil	No issues	

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

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. Single, doubles and triple bedrooms. Capacity for 58 service users. No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	Nil	No issues	

22512 – 221106D07

20	Furnishings (including beds) fit for purpose and in good repair	x	No issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No issues	
23	Free Wi-Fi available	√	No issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	Nil	No issues	
26	Any breakages noted generally	x	No issues	

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues	
28	Number of DAC bathrooms per facility	Nil	No issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	X	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	x	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.	√	Fan heaters. No issues	
33	Any breakages	No	No issues	



THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	N/A	Whereas there is not a laundry facility on site a change of linen is provided every Tuesday and Friday and also when requested There is a laundry next door where residents avail of a reduced rate. This laundry service is a same day service. 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	

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	



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THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	X	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
43	Lighting bright and fittings in good repair	x	No issues	
44	CCTV in place to cover the area/area monitored	√	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	In house cleaning. 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	X	No issues	
48	Furniture and floor/wall finishing's suitable and in good repair	X	No issues	
49	Lighting bright and fittings in good repair	x	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	

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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 Register in place. Very efficient and detailed records. 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 quarterly. Last serviced on 30/08/2022 Emergency lighting serviced quarterly. Last serviced on 15/10/2022. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 01/08/2022. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 08/11/2022. Bell test weekly. 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	√	Certificate in place. Last serviced on 01/03/2022. No issues	
63	Electrical certificates up to date	√	Certificates in place. Last serviced on 19/11/2022. 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	√	Annual Certificate of disinfection for the buildings water storage system in place. Certificate dated 09/08/2022. 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	√	Weekly report on system. Last report dated 18/11/2022. No issues	

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	In house. 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	√	Whereas there is not a laundry facility on site a change of linen is provided every Tuesday and Friday and also when requested There is a laundry next door where residents avail of a reduced rate. This laundry service is a same day service. 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	58	No issues	
7	No. of available beds today	Nil	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	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	One complaint in March 2022. Resolved with DCC. 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	√	House rules in place. No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Entrance manned 24/7. Phone app used. 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	√	Daily paper report. No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES

Number	Item		Comments/Remarks	Actions
18	Room available for one-on-one appointments (nurse, housing officer, key workers etc.) where applicable.	√	Common area or office. No issues	
19	Information on available times for all support services clearly displayed	√	Information provided on a one to one basis by the Ana Livia representative. Posters in place. 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 No children on site	

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	√	Badges associated with Fire Warden duties 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	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 08/11/2022	
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: 01/08/2022	
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 Nil declared	
3	No. of incidents of domestic violence on site since last inspection	N/A	1st Inspection Nil declared	

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	X	Not on site at present. DCC in process of supplying. Email trail in place	Facility Management is following up on this issue
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	3	Meals are delivered to facility.	

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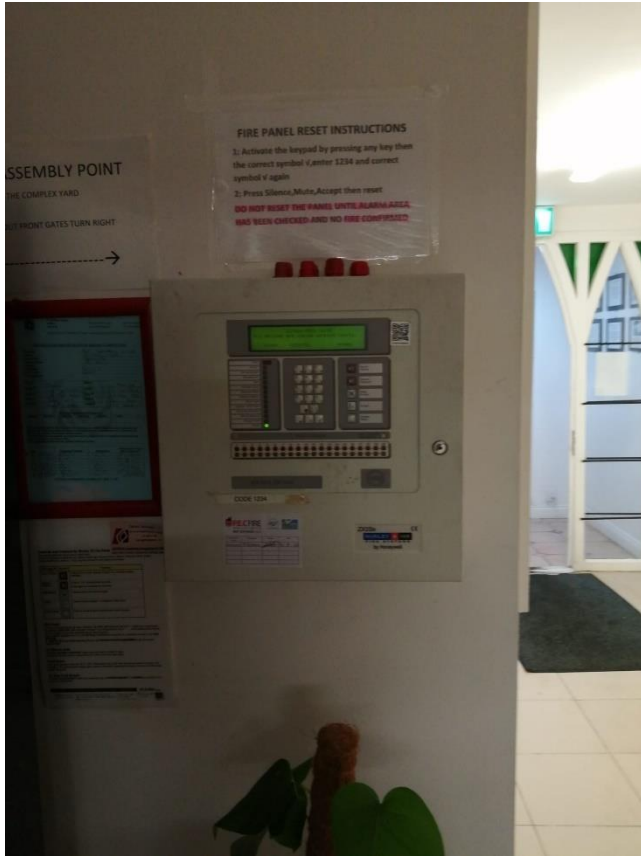
	In compliance with Food Hygiene Legislation		Breakfast, Lunch and Dinners are delivered daily to facility. No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Daily 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 Panel



Emergency Lighting



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Fire Extinguishers



Catering Schedule

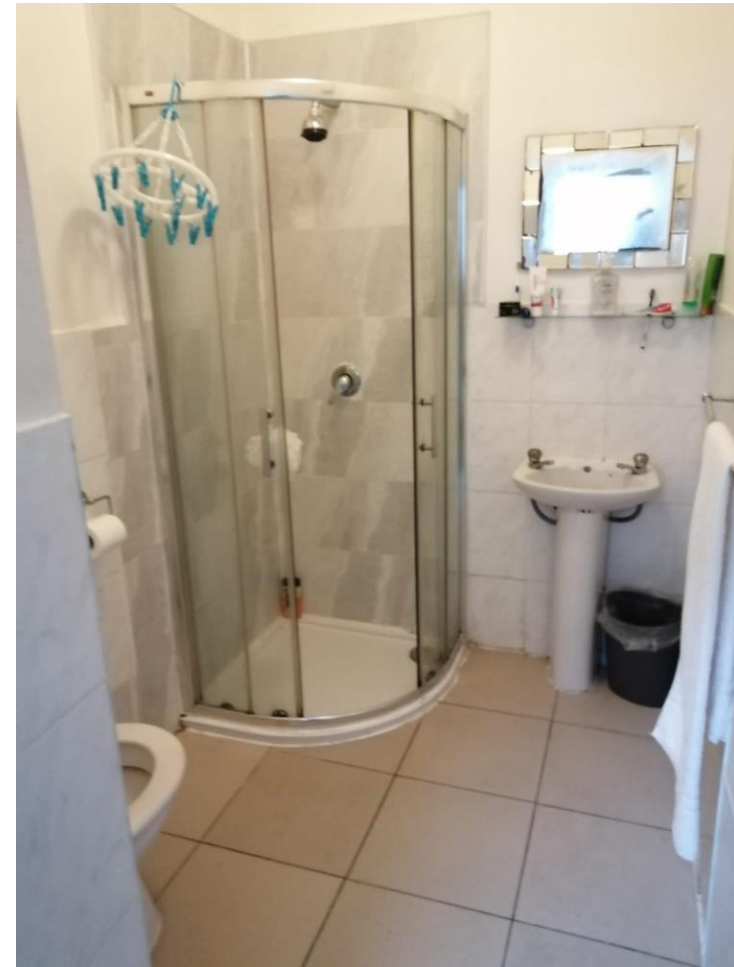


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Fire Alarm test



Bathroom





4 Conclusions

4.1.1 Inspector Comments

Property 221106D07 Property is in good condition having been refurbished in 2007. There are 27 bedrooms consisting of single, doubles and triple bedrooms, all rooms are ensuite. Current capacity of 58 service users, property is designated for males only. Service users are working or in educational training. Manager of this facility has a very well organised system and record keeping.

4.1.2 Actions of Property

Actions from the site inspection that need to be addressed:

- No Defibrillator on site

4.1.3 Actions Concluded

- Defibrillator has now been delivered.
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