



Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

## **SITE INSPECTION REPORT**

**250607D15**

**28<sup>th</sup> July 2025**

<b>Prepared by</b>	<b>Eamon O'Boyle and Associates</b>
<b>Date</b>	<b>25<sup>th</sup> November 2025</b>
<b>Reference</b>	<b>25500 – 250607D15 – Final</b>

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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:** 28<sup>th</sup> July 2025

**Property Description:** Property 250607D15 is a small facility over 2 floors consisting of 5 bedrooms and 2 bathrooms.

Please see photos in section 3

## 1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

## 1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

## 2 Site Inspection Checklist

# Inspection Checklist

**Location:** 250607D15

**Date:** 28<sup>th</sup> July 2025

**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	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	√	7 residents in 5 rooms No issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	No issues	
20	Furnishings (including beds) fit for purpose and in good repair	√	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No Issues	
23	Free Wi-Fi available	√	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC Bedrooms	



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26	Any breakages noted generally	X	No Issues	
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THEME 1 – BATHROOMS				
Number	Item			Actions
27	Number of bathrooms shared	2	No issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No Issues	
31	Openable window and/or mechanical ventilation in place	√	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No issues	
33	Any breakages	X	No Issues	

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	Situated in utility 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 2 driers	
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	√	Situated in the garden area. No issues	
40	CCTV in place to cover the area/area monitored	√	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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

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<b>50</b>	CCTV in place to cover the area/area monitored	√	No issues	
<b>51</b>	Cleaning schedule in place in compliance with HACCP guidelines	√	Residents are responsible for keeping all areas clean. No issues	
<b>52</b>	Most recent EHO inspection report available if applicable	X	No issues	
<b>53</b>	Suitable utensils and cookware available	√	No issues	
<b>54</b>	Dishwasher/s available	√	No issues	
<b>55</b>	Any breakages noted generally	X	No issues	
<b>56</b>	Bin storage facilities - is it safe and appropriate	√	No issues	

<b>THEME 1 - FIRE COMPLIANCE</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>57</b>	Fire log in place and all relevant information is recorded.	√	No Issues	
<b>58</b>	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	√	No Issues	
<b>59</b>	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	No Issues	
<b>60</b>	Fire drill done in the last Quarter and date	9/7/25	No Issues Bell test weekly	
<b>61</b>	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	



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<b>62</b>	Gas service records ex. RGI Cert		Small kitchen boiler, to be verified	
<b>63</b>	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

<b>THEME 1 - WATER TANKS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>64</b>	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	

<b>THEME 1 - MAINTENANCE</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>65</b>	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	Communications with Fingal County Council	

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

<b>THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>1</b>	Housekeeping service in place	√	All rooms and areas are cleaned by residents.	

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<b>2</b>	Names of all staff on site, and their roles.	N/A	N/A	
<b>3</b>	Cleaning products available to service users	√	No issues	
<b>4</b>	Laundry facility available to service users	√	No issues	
<b>5</b>	Sanitising schedule in place and records available	√	No issues	

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

<b>THEME 2 – OPERATIONAL SYSTEMS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>12</b>	Child Safeguarding Statement completed and displayed, where applicable.	N/A	N/A	
<b>13</b>	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	

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<b>14</b>	Register of occupants in place and residents entry/exit tracked in an electronic record	√	No Issues	
<b>15</b>	Complaints and feedback system in place	√	No Issues	
<b>16</b>	Record available of bookings, no shows, final headcount and returns for previous day	√	No Issues	
<b>17</b>	Vacancies returned within 24 hours at correct times	√	No Issues	

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

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

<b>21</b>	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
<b>22</b>	Staff easily identifiable with name badges in use	√	Staff known to service users No issues	
<b>23</b>	Staff well presented, informed and helpful	√	No Issues	
<b>24</b>	Staff interaction with resident's professional and friendly	√	No Issues	
<b>25</b>	Facility has a documented complaints policy and log	√	No Issues	

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<b>26</b>	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	√	No Issues	
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<b>THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION</b>				
Number	Item		Comments/Remarks	Actions
<b>27</b>	Fire Alarm showing any faults	X	No issues	
<b>28</b>	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
<b>29</b>	Sufficient levels of trained staff on site as required	√	No Issues	
<b>30</b>	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	
<b>31</b>	How often are fire drill conducted on site?	Quarterly	No Issues	
<b>32</b>	Are there adequate fire escape route finder plans in the property?	√	No Issues	
<b>33</b>	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
<b>34</b>	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
<b>35</b>	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			
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	
10	Wellbeing checks being carried out	√	3 checks done in 24-hour period or as assessed	

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

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

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3 Photos of Premises

Fire Extinguishers



Fire Panel



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Emergency Lighting

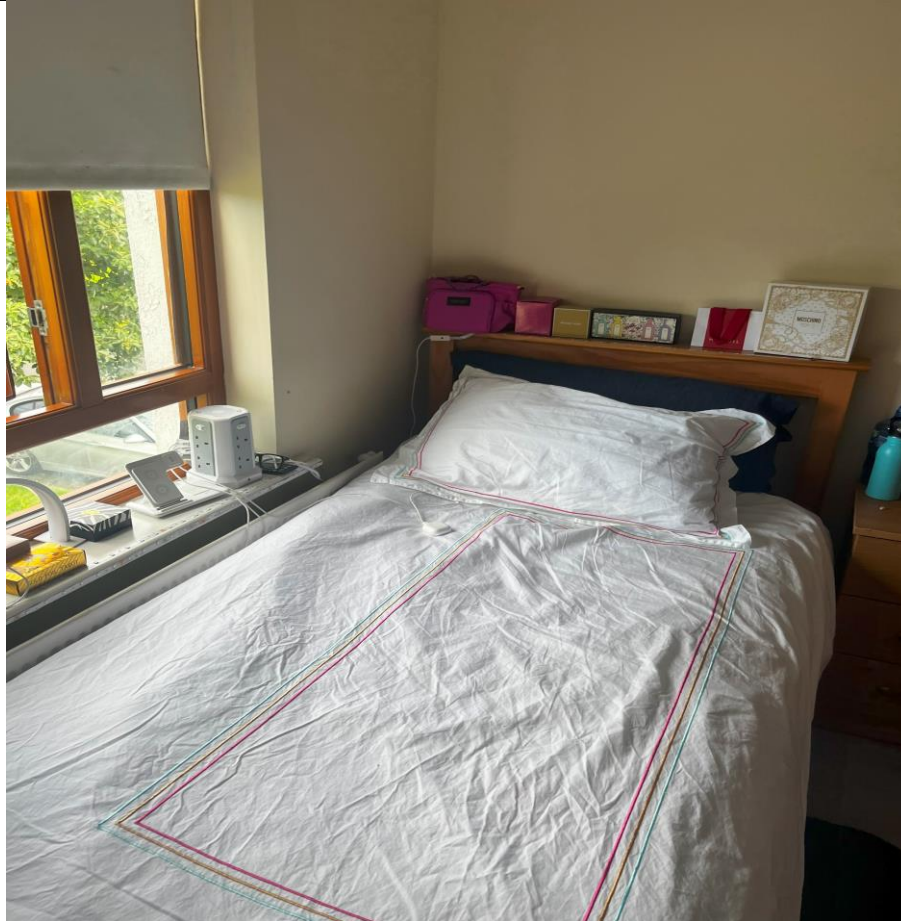


Laundry Facility





Bedroom



Bathroom





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## 4 Conclusions

### 4.1.1 Inspectors Comments

Property 250607D15 is a small facility with over 2 floors with 5 bedrooms and 2 bathrooms. This property currently accommodates 7 residents. It is a calm and friendly atmosphere; there are very comfortable communal areas including a garden.

### 4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Some documents to be verified by Dublin City Council

### 4.1.3 Actions Concluded

The following actions have been concluded:

- Gas Certifications have been provided and verified.
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Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

## SITE INSPECTION REPORT

**250611A94**

**4<sup>th</sup> July 2025**

Prepared by	Eamon O'Boyle and Associates
Date	25 <sup>th</sup> November 2025
Reference	25500 – 250611A94 – Final

- 1 Introduction..... 1**
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- 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:** 4<sup>th</sup> July 2025

**Property Description:** Property 250611A94 is a family hub with 17 units, with a capacity of 53 (Adults 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:** 250611A94

**Date:** 4<sup>TH</sup> July 2025

**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	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	X	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	4	No Issues	

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

<b>THEME 1 – LAUNDRY</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>34</b>	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	No Issues	
<b>35</b>	Roster or straightforward system for access in place for all residents	✓	No Issues	
<b>36</b>	CCTV in place in the laundry area	✓	No Issues	
<b>37</b>	Sufficient numbers of washers and dryers available.	✓	No Issues	
<b>38</b>	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 - /FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	✓	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	✓	No Issues	
43	Lighting bright and fittings in good repair	✓	No Issues	
44	CCTV in place to cover the area/area monitored	✓	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
46	Most recent EHO inspection report available if applicable	X	No Issues	

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

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	X	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	✓	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, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	Fire Alarm last serviced on 2/7/25 Emergency Lighting last serviced on 2/7/25  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	✓	No Issues Last done on 24/4/2	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	X	New Boilers being installed	Verify when complete

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<b>63</b>	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	20/3/23 No Issues	
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<b>THEME 1 - WATER TANKS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>64</b>	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	✓	20/7/24 No Issues	

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

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

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

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

<b>THEME 2 – OPERATIONAL SYSTEMS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>6</b>	No. of available beds as per agreement with DCC	17 Suites/ 53 Occupants	No Issues	
<b>7</b>	No. of available beds today	3 Suites	No Issues	
<b>8</b>	No. of service users booked in today	39	No Issues	
<b>9</b>	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
<b>10</b>	No. of no shows/vacancies today	3 Suites	No Issues	
<b>11</b>	No. of official complaints received on file and verified with DRHE	0	No Issues	

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

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

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

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

<b>21</b>	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
<b>22</b>	Staff easily identifiable with name badges in use	✓	No Issues	
<b>23</b>	Staff well presented, informed and helpful	✓	No Issues	
<b>24</b>	Staff interaction with resident's professional and friendly	✓	No Issues	
<b>25</b>	Facility has a documented complaints policy and log	✓	No Issues	

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<b>26</b>	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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<b>THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>27</b>	Fire Alarm showing any faults	X	No Issues	
<b>28</b>	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
<b>29</b>	Sufficient levels of trained staff on site as required	✓	No Issues	
<b>30</b>	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	
<b>31</b>	How often are fire drill conducted on site?	✓	Quarterly	
<b>32</b>	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
<b>33</b>	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
<b>34</b>	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	3/3/25 No Issues	
<b>35</b>	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	
10	Wellbeing checks being carried out	✓	3 times daily	

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

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

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3 Photos of Premises

Fire Extinguishers



Galaxy A15

Fire Panel



System Installed by  
**LARA**  
**FIRE & SECURITY**  
Galaxy A15 601 2700  
After Hours Call Out for Maintenance  
Contract Customers - 087 987 4053

Emergency Lighting



Laundry Facility



Bedroom



Bathroom





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## 4 Conclusions

### 4.1.1 Inspectors Comments

Property 250611A94 is a quiet family hub with 17 units with a capacity of 53 (Adults and children). This property is an independent living residence with a large shared communal kitchen with 3 stations. All documentations are up to date and in order. The property is well run and managed.

### 4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Gas boilers are being replaced and certification to be verified once complete.

### 4.1.3 Actions Concluded

The following actions have been concluded:

- Work is still ongoing however the service provider is aware of it and working towards rectifying the above action.
-



Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

## **SITE INSPECTION REPORT**

**250612A94**

**4<sup>th</sup> July 2025**

<b>Prepared by</b>	<b>Eamon O'Boyle and Associates</b>
<b>Date</b>	<b>25<sup>th</sup> November 2025</b>
<b>Reference</b>	<b>25500 – 250612A94 – Final</b>

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  - 1.4 EOBA’s Methodology ..... 2**
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## 1 Introduction

### 1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

#### Building Standards

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

#### Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

#### Operational Systems

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

#### Staff

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

#### Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

#### Food Service

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

## 1.2 Inspection Details

**Inspector:** C

**Date:** 4<sup>TH</sup> July 2025

**Property Description:** Property 250612A94 is a small apartment hub that caters for families.

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:** 250612A94

**Date:** 4<sup>th</sup> July 2025

**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	0	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	X	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC bedrooms	

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

<b>THEME 1 – LAUNDRY</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>34</b>	Suitable Laundry facilities available on site and all equipment confirmed in working order	✓	Each Apartment has its own washer/dryer No Issues	
<b>35</b>	Roster or straightforward system for access in place for all residents	N/A	No Issues	
<b>36</b>	CCTV in place in the laundry area	N/A	No Issues	
<b>37</b>	Sufficient numbers of washers and dryers available.	✓	No Issues	
<b>38</b>	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 - /FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

THEME 1 - DOMESTIC KITCHENS/				
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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<b>50</b>	CCTV in place to cover the area/area monitored	✓	No Issues	
<b>51</b>	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
<b>52</b>	Most recent EHO inspection report available if applicable	X	No Issues	
<b>53</b>	Suitable utensils and cookware available	✓	No Issues	
<b>54</b>	Dishwasher/s available	✓	No Issues	
<b>55</b>	Any breakages noted generally	X	No Issues	
<b>56</b>	Bin storage facilities - is it safe and appropriate	✓	No Issues	

<b>THEME 1 - FIRE COMPLIANCE</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>57</b>	Fire log in place and all relevant information is recorded.	✓	No Issues	
<b>58</b>	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	Fire Alarm last serviced on 2/7/25 Emergency Lighting last serviced on 2/7/25  No Issues	
<b>59</b>	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	Last serviced on 3/7/25	
<b>60</b>	Fire drill done in the last Quarter and date	2/4/25	No Issues	
<b>61</b>	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
<b>62</b>	Gas service records ex. RGI Cert	N/A	No issues	

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<b>63</b>	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	14/6//23 No Issues	
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<b>THEME 1 - WATER TANKS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>64</b>	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 Cert Available, out for tender	Verify when completed

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

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

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

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

<b>THEME 2 – OPERATIONAL SYSTEMS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>6</b>	No. of available beds as per agreement with DCC	28 in 6 Apartments	No Issues	
<b>7</b>	No. of available beds today	0	No Issues	
<b>8</b>	No. of service users booked in today	28	No Issues	
<b>9</b>	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
<b>10</b>	No. of no shows/vacancies today	0	No Issues	
<b>11</b>	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



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

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

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

<b>21</b>	Key staff trained in:		No Issues	
	• 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
<b>22</b>	Staff easily identifiable with name badges in use	✓	No Issues	
<b>23</b>	Staff well presented, informed and helpful	✓	No Issues	
<b>24</b>	Staff interaction with resident’s professional and friendly	✓	No Issues	
<b>25</b>	Facility has a documented complaints policy and log	✓	No Issues	

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<b>26</b>	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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<b>THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION</b>				
Number	Item		Comments/Remarks	Actions
<b>27</b>	Fire Alarm showing any faults	X	No Issues	
<b>28</b>	Appropriate number of carbon monoxide alarms on site and operational	N/A	No Issues	
<b>29</b>	Sufficient levels of trained staff on site as required	✓	No Issues	
<b>30</b>	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	
<b>31</b>	How often are fire drill conducted on site?	✓	Quarterly	
<b>32</b>	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
<b>33</b>	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
<b>34</b>	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	25/11 No Issues	
<b>35</b>	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	Independent Living	



25500 – 250612A94

<b>12</b>	Drinking water available	✓	No Issues	
<b>13</b>	Dietary requirements catered for, allergens on display	N/A	No Issues	
<b>14</b>	HACCP system in use and up to date	N/A	No Issues	
<b>15</b>	Weekly and monthly menus available and in use	N/A	No Issues	
<b>16</b>	Last EHO report available if applicable	X	No Issues	

<b>THEME 3 – COVID</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>17</b>	Daily symptoms check in place for staff	✓	No Issues	
<b>18</b>	Daily symptoms check in place for residents	✓	No Issues	
<b>19</b>	All staff familiar with procedure for dealing with symptoms in staff or resident	✓	No Issues	
<b>20</b>	All staff familiar with procedure for dealing with a confirmed positive in staff or resident	✓	No Issues	

3 Photos of Premises

Fire Extinguishers



Galaxy A15

Fire Panel

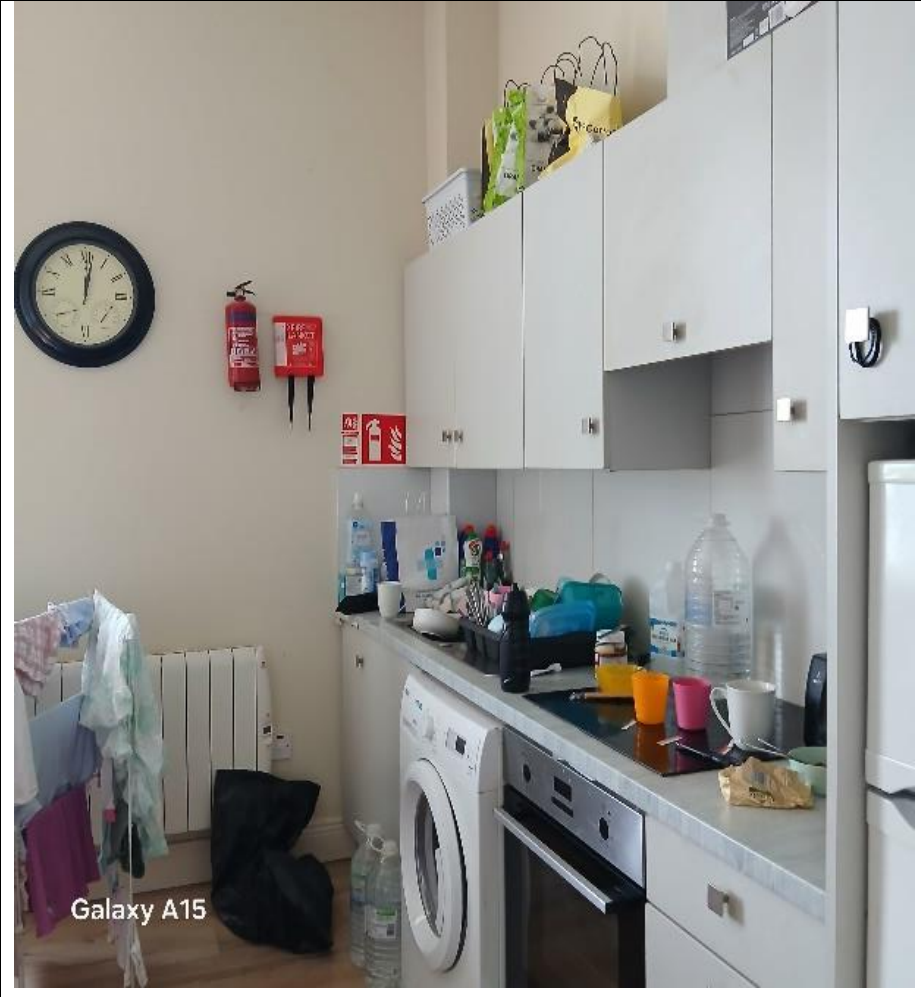


Galaxy A15

Kitchen



Laundry Facility



Bedroom



Bathroom





25500 – 250612A94

## 4 Conclusions

### 4.1.1 Inspectors Comments

Property 250612A94 is small 5 apartment family hub that can accommodate 28 residents in total. This property is independent living where residents cater for themselves in self-contained kitchens. The property is clean, well run and managed with all documentation and records up to date and in order.

### 4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Water tanks service to be scheduled and verified.

### 4.1.3 Actions Concluded

The following actions have been concluded:

- Work is still ongoing however the service provider is aware of it and working towards rectifying the above action.
-



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**Dublin City Council**

## SITE INSPECTION REPORT

**250614A96**

**4<sup>th</sup> July 2025**

Prepared by	Eamon O'Boyle and Associates
Date	25 <sup>th</sup> November 2025
Reference	25500 – 250614A96 – 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:** 4<sup>th</sup> July 2025

**Property Description:** Property 250614A96 is a small apartment complex housing that accommodates 10 residents.

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:** 250614A96

**Date:** 10<sup>TH</sup> July 2025

**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	

25500 – 250614A96

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

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

25500 – 250614A96

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

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

25500 – 250614A96

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 - /FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	N/A	
46	Most recent EHO inspection report available if applicable	N/A	N/A	

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

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50	CCTV in place to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	X	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	✓	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, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date (Quarterly) and recorded in the Fire Register	✓	Fire Alarm last serviced on 2/7/25 Emergency Lighting last serviced on 31/3/25  No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	AOV 2/7/25  No issues	
60	Fire drill done in the last Quarter and date	✓	1/7/25 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	✓	16/7/24	Due Renewal Next Week

25500 – 250614A96

<b>63</b>	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	11/6/25 No Issues	
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<b>THEME 1 - WATER TANKS</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>64</b>	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	✓	11/6/25 No Issues	

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

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

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

25500 – 250614A96

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

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

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



25500 – 250614A96

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

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

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

<b>21</b>	Key staff trained in: <ul style="list-style-type: none"> <li>• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) ✓</li> <li>• Fire Warden, as a minimum a fire warden must be on the premises at all times ✓</li> <li>• Suicide Awareness ✓</li> <li>• Intercultural awareness ✓</li> <li>• Equality &amp; Diversity ✓</li> <li>• Safeguarding Vulnerable Adults ✓</li> <li>• Administering Naloxone/overdose treatment ✓</li> <li>• first aid ✓</li> <li>• 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 ✓</li> </ul>		No Issues  No issues  No issues  No issues No issues No issues No issue  No issues  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 resident's professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

25500 – 250614A96

<b>26</b>	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	No Issues	
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<b>THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION</b>				
<b>Number</b>	<b>Item</b>		<b>Comments/Remarks</b>	<b>Actions</b>
<b>27</b>	Fire Alarm showing any faults	X	No Issues	
<b>28</b>	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
<b>29</b>	Sufficient levels of trained staff on site as required	✓	No Issues	
<b>30</b>	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	
<b>31</b>	How often are fire drill conducted on site?	✓	Quarterly	
<b>32</b>	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
<b>33</b>	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
<b>34</b>	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	5/3/25 No Issues	
<b>35</b>	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	
10	Wellbeing checks being carried out	✓	Daily	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	Independent Living	
12	Drinking water available	✓	No Issues	
13	Dietary requirements catered for, allergens on display	N/A	No Issues	
14	HACCP system in use and up to date	N/A	No Issues	
15	Weekly and monthly menus available and in use	N/A	No Issues	
16	Last EHO report available if applicable	X	No Issues	

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

25500 – 250614A96

3 Photos of Premises

Fire Extinguishers



Fire Panel



25500 – 250614A96

Kitchen Area



Laundry Facility



Bedroom



Bathroom





25500 – 250614A96

## 4 Conclusions

### 4.1.1 Inspectors Comments

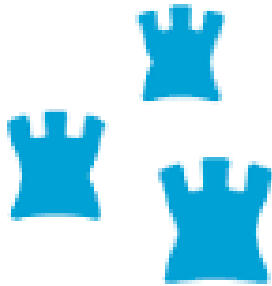
Property 250614A96 is a small 5 apartment complex accommodating 10 residents. Each unit is self-contained with its own laundry and catering facilities. All documents are in order and available. This property is well run and managed.

### 4.1.2 Actions of the Property

There are no issues in this property.

### 4.1.3 Actions Concluded

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Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

**Property Inspection Report for Dublin City Council  
(Dublin Regional Homeless Executive)**

**Property ID Reference: 002101DCC**

**Date of inspection: 04<sup>th</sup> July 2025**

<b>Prepared By:</b>	<b>SEQ Safety Consulting Ltd</b>
<b>Date of inspection:</b>	<b>04<sup>th</sup> July 2025</b>
<b>Report Version:</b>	<b>Rev. 01</b>



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## 1.0 Introduction

Dublin City Council has engaged the services of SEQ Safety Consulting Limited to establish a multi-party framework for the delivery of Homeless Accommodation Inspection Services at properties within the Dublin Regional Homeless Executive (DRHE) administration area.

## 2.0 Overview

The homeless accommodation inspection service will encompass the following elements:

### Building Standards:

- ✚ Fire Safety
- ✚ Building Compliance
- ✚ CCTV
- ✚ Ventilation
- ✚ Heating & lighting
- ✚ Wi-Fi & general building condition

### Onsite Facilities:

- ✚ Housekeeping service
- ✚ Laundry
- ✚ Sanitising Service

### Operational Systems:

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

### Staff:

- ✚ Staff training (adequate/appropriate)
- ✚ Adequate Supervision

### Health & Safety:

- ✚ Fire wardens on duty
- ✚ First aid recourses in place
- ✚ Wellbeing checks

### Food Service:

- ✚ Inspection of cooking facilities
- ✚ Assessment of meals provided (Qualitative & dietary)
- ✚ Assessment of feedback system form residents (established system & during inspection)

### 3.0 Inspection details:

Inspectors: Inspector A inspected the property

Date of inspection: 4<sup>th</sup> July 2025

### 4.0 SEQ Approach

SEQ Safety Consulting Limited (SEQ) will follow the instructions provided by DCC at all times and will maintain a constant line of communication with the DCC designated point of contact.

SEQ will adhere to the instructions provided by DCC both prior to, during and post the inspection with the intention of delivering an excellent level of inspection that exceeds the objectives of the framework.

The terms of reference for the inspections shall be:

- ✚ Previous inspection reports
- ✚ Input from the DCC point of contact on a property-by-property basis
- ✚ Current applicable legislation, codes/best industry practice
- ✚ Timely issuing of reports that clearly identifies good practices and areas/opportunities for improvement

## Inspection Checklist

**Property ID:** 002101DCC

**Date:** 04/07/2025

**Inspectors:** Inspector A

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

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

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



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

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



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

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

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



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



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



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	✓	Good general order.	No Actions required.

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

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



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

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



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

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.	✓	Good general order.	No Actions required.
19	Information on available times for all support services clearly displayed	✓	Good general order.	No Actions required.



THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"><li>• fire safety</li><li>• Children first, where applicable (only required for Family PEA's at present)</li></ul>	✓	Good general order.	No Actions required.
21	<b>Key staff trained in:</b> <ul style="list-style-type: none"><li>• Managing Challenging Behaviour Training (E.g.: TCI, CPI, MAPA training)</li><li>• Fire Warden, as a minimum a fire warden must be on the premises at all times.</li><li>• Suicide Awareness</li><li>• Intercultural awareness</li><li>• Equality &amp; Diversity</li><li>• Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment</li><li>• first aid</li><li>• 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</li></ul>	✓	Good general order.	No Actions required.



THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	Good general order.	No Actions required.
23	Staff well presented, informed and helpful	✓	Good general order.	No Actions required.
24	Staff interaction with residents professional and friendly	✓	Good general order.	No Actions required.
25	Facility has a documented complaints policy and log	✓	Good general order.	No Actions required.
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	Good general order.	No Actions required.
27	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
28	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
29	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
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	✓	Good general order.	No Actions required.
31	How often are fire drill conducted on site?	✓	Good general order.	No Actions required.
32	Are there adequate fire escape route finder plans in the property?	✓	Good general order.	No Actions required.

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

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

42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Good general order.	No Actions required.
43	Are all fire extinguishers present and serviced up to date?	✓	Good general order.	No Actions required.
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	Good general order.	No Actions required.

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	✓	PASS System and Company Portal contains full register all incidents.	
2	No. of service user fatalities on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
3	No. of incidents of domestic violence on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	Good general order.	No Actions required.
5	First aid box on site and fully stocked	✓	Good general order.	No Actions required.
6	Naloxone on site and record of any administration of this intervention	✓	Good general order.	No Actions required.
7	Defibrillator on site	✓	Good general order.	No Actions required.
8	PPE in use by all staff	✓	Good general order.	No Actions 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.	✓	Good general order.	No Actions required.
10	Wellbeing checks being carried out for singles & couples	N/A		

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	Self-sufficient Independent living is in place at this facility.	



12	Drinking water available	✓	Good general order.	No Actions required.
13	Dietary requirements catered for, allergens on display	✓	Good general order.	No Actions required.
14	HACCP system in use and up to date	✓	Good general order.	No Actions required.
15	Weekly and monthly menus available and in use	✓	Good general order.	No Actions required.
16	Last EHO report available if applicable	✓	Good general order.	No Actions required.

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



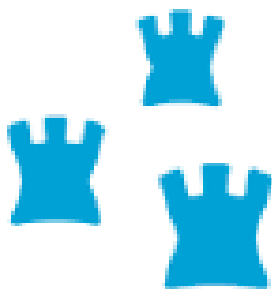
## 5.0 Conclusions

### **Inspectors Comments:**

Further to the inspection of the property, it is evident that the property is a well maintained and well managed property.

### **Remedial Actions to be addressed:**

There no remedial actions identified at this time as a result of this Inspection.



# Comhairle Cathrach Bhaile Átha Cliath Dublin City Council

## Property Inspection Report for Dublin City Council (Dublin Regional Homeless Executive)

Property ID Reference: 002102DCC

Date of inspection: 11<sup>th</sup> July 2025

Prepared By:	SEQ Safety Consulting Ltd
Date of inspection:	11 <sup>th</sup> July 2025
Report Version:	Rev. 01

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## 1.0 Introduction

Dublin City Council has engaged the services of SEQ Safety Consulting Limited to establish a multi-party framework for the delivery of Homeless Accommodation Inspection Services at properties within the Dublin Regional Homeless Executive (DRHE) administration area.

## 2.0 Overview

The homeless accommodation inspection service will encompass the following elements:

### Building Standards:

- ✚ Fire Safety
- ✚ Building Compliance
- ✚ CCTV
- ✚ Ventilation
- ✚ Heating & lighting
- ✚ Wi-Fi & general building condition

### Onsite Facilities:

- ✚ Housekeeping service
- ✚ Laundry
- ✚ Sanitizing Service

### Operational Systems:

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

### Staff:

- ✚ Staff training (adequate/appropriate)
- ✚ Adequate Supervision

### Health & Safety:

- ✚ Fire wardens on duty
- ✚ First aid recourses in place
- ✚ Wellbeing checks

### Food Service:

- ✚ Inspection of cooking facilities
- ✚ Assessment of meals provided (Qualitative & dietary)
- ✚ Assessment of feedback system form residents (established system & during

inspection

### 3.0 Inspection details:

Inspectors: Inspector A inspected the property

Date of inspection: 11<sup>th</sup> July 2025

### 4.0 SEQ Approach

SEQ Safety Consulting Limited (SEQ) will follow the instructions provided by DCC at all times and will maintain a constant line of communication with the DCC designated point of contact.

SEQ will adhere to the instructions provided by DCC both prior to, during and post the inspection with the intention of delivering an excellent level of inspection that exceeds the objectives of the framework.

The terms of reference for the inspections shall be:

- ✚ Previous inspection reports
- ✚ Input from the DCC point of contact on a property-by-property basis
- ✚ Current applicable legislation, codes/best industry practice
- ✚ Timely issuing of reports that clearly identifies good practices and areas/opportunities for improvement

# Inspection Checklist

**Property ID Reference:** 002102DCC

**Date of inspection:** 11/07/2024

**Inspectors:** Inspector A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good general order.	No Actions required.
2	Overall atmosphere	✓	Good general order.	No Actions required.
3	Thermostatically controlled heating	✓	Good general order.	No Actions required.
4	CCTV in common areas	X	Some action required.	Works order in place, ongoing upgrades continuing.
5	Pest control policy in place	✓	Good general order.	No Actions required.

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

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

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

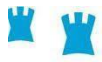
THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	✓	Good general order.	No Actions required.
28	Number of DAC bathrooms per facility	✓	Good general order.	No Actions required.
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	Good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

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

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

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

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



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

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

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 & pipework	✓	Good general order.	No Actions required.

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

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

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

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

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

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.	✓	Good general order.	No Actions required.
19	Information on available times for all support services clearly displayed	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	<p>All staff trained in:</p> <ul style="list-style-type: none"> <li>• fire safety</li> <li>• Children first, where applicable (only required for Family PEA's at present)</li> </ul>	✓	Good general order.	No Actions required.
21	<p><b>Key staff trained in:</b></p> <ul style="list-style-type: none"> <li>• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)</li> <li>• Fire Warden, as a minimum a fire warden must be on the premises at all times.</li> <li>• Suicide Awareness</li> <li>• Intercultural awareness</li> <li>• Equality &amp; Diversity</li> <li>• Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment</li> <li>• first aid</li> <li>• 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</li> </ul>	✓	Good general order.	No Actions required.

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

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
28	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
29	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
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	✓	Good general order.	No Actions required.

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item	Pass/Fail	Comments/Remarks	Actions
36	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
37	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
38	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
39	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	Good general order.	No Actions required.
40	How often are fire drill conducted on site?	✓	Good general order.	No Actions required.

41	Are there adequate fire escape route finder plans in the property?	✓	Good general order.	No Actions required.
42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Good general order.	No Actions required.
43	Are all fire extinguishers present and serviced up to date?	✓	Good general order.	No Actions required.
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	Good general order.	No Actions required.

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	✓	PASS System and Company Portal contains full register all incidents.	
2	No. of service user fatalities on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
3	No. of incidents of domestic violence on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	Good general order.	No Actions required.
5	First aid box on site and fully stocked	✓	Good general order.	No Actions required.
6	Naloxone on site and record of any administration of this intervention	✓	Good general order.	No Actions required.
7	Defibrillator on site	✓	Good general order.	No Actions required.
8	PPE in use by all staff	✓	Good general order.	No Actions 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.	✓	Good general order.	No Actions required.
10	Wellbeing checks being carried out for singles & couples	N/A		

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	Hot meals are provided daily. There is also self-sufficient Independent living in place at this facility.	
12	Drinking water available	✓	Good general order.	No Actions required.
13	Dietary requirements catered for, allergens on display	✓	Good general order.	No Actions required.
14	HACCP system in use and up to date	✓	Good general order.	No Actions required.
15	Weekly and monthly menus available and in use	✓	Good general order.	No Actions required.
16	Last EHO report available if applicable	✓	Good general order.	No Actions required.

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

## 5.0 Conclusions

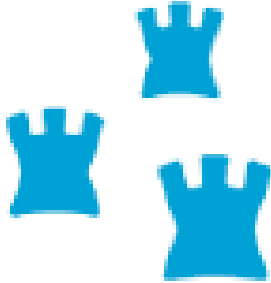
### Inspector Comments:

Further to the inspection of the property, it is evident that the property is a well maintained and well managed property.

### Remedial Actions to be addressed:

The following are a list of actions that need to be addressed and are highlighted within the relevant sections above, within this report:

- ✚ Theme 1 Building Standards
  - Works order in place, ongoing CCTV upgrades in place.



# Comhairle Cathrach Bhaile Átha Cliath Dublin City Council

## Property Inspection Report for Dublin City Council (Dublin Regional Homeless Executive)

Property ID Reference: 002103DCC

Date of inspection: 16<sup>th</sup> July 2025

Prepared By:	SEQ Safety Consulting Ltd
Date of inspection:	16 <sup>th</sup> July 2025
Report Version:	Rev. 01



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## 1.0 Introduction

Dublin City Council has engaged the services of SEQ Safety Consulting Limited to establish a multi-party framework for the delivery of Homeless Accommodation Inspection Services at properties within the Dublin Regional Homeless Executive (DRHE) administration area.

## 2.0 Overview

The homeless accommodation inspection service will encompass the following elements:

### Building Standards:

- ✚ Fire Safety
- ✚ Building Compliance
- ✚ CCTV
- ✚ Ventilation
- ✚ Heating & lighting
- ✚ Wi-Fi & general building condition

### Onsite Facilities:

- ✚ Housekeeping service
- ✚ Laundry
- ✚ Sanitizing Service

### Operational Systems:

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

### Staff:

- ✚ Staff training (adequate/appropriate)
- ✚ Adequate Supervision

### Health & Safety:

- ✚ Fire wardens on duty
- ✚ First aid recourses in place
- ✚ Wellbeing checks

### Food Service:

- ✚ Inspection of cooking facilities
- ✚ Assessment of meals provided (Qualitative & dietary)
- ✚ Assessment of feedback system form residents (established system & during inspection)

### 3.0 Inspection details:

Inspectors: Inspector A inspected the property

Date of inspection: 16<sup>th</sup> July 2025

### 4.0 SEQ Approach:

SEQ Safety Consulting Limited (SEQ) will follow the instructions provided by DCC at all times and will maintain a constant line of communication with the DCC designated point of contact.

SEQ will adhere to the instructions provided by DCC both prior to, during and post the inspection with the intention of delivering an excellent level of inspection that exceeds the objectives of the framework.

The terms of reference for the inspections shall be:

- ✚ Previous inspection reports
- ✚ Input from the DCC point of contact on a property-by-property basis
- ✚ Current applicable legislation, codes/best industry practice
- ✚ Timely issuing of reports that clearly identifies good practices and areas/opportunities for improvement

## Inspection Checklist

**Property ID Reference:** 002103DCC

**Date:** 16/07/2025

**Inspectors:** Inspector A

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

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

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

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

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

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

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

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

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

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

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	✓	Good general order.	No Actions required.

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

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

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

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

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

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.	✓	Good general order.	No Actions required.
19	Information on available times for all support services clearly displayed	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	<p>All staff trained in:</p> <ul style="list-style-type: none"> <li>• fire safety</li> <li>• Children first, where applicable (only required for Family PEA's at present)</li> </ul>	✓	Good general order.	No Actions required.
21	<p><b>Key staff trained in:</b></p> <ul style="list-style-type: none"> <li>• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)</li> <li>• Fire Warden, as a minimum a fire warden must be on the premises at all times.</li> <li>• Suicide Awareness</li> <li>• Intercultural awareness</li> <li>• Equality &amp; Diversity</li> <li>• Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment</li> <li>• first aid</li> <li>• 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</li> </ul>	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	Good general order.	No Actions required.
23	Staff well presented, informed and helpful	✓	Good general order.	No Actions required.
24	Staff interaction with residents professional and friendly	✓	Good general order.	No Actions required.
25	Facility has a documented complaints policy and log	✓	Good general order.	No Actions required.
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	Good general order.	No Actions required.
27	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
28	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
29	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
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	✓	Good general order.	No Actions required.
31	How often are fire drill conducted on site?	✓	Good general order.	No Actions required.
32	Are there adequate fire escape route finder plans in the property?	✓	Good general order.	No Actions required.

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

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

42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Good general order.	No Actions required.
43	Are all fire extinguishers present and serviced up to date?	✓	Good general order.	No Actions required.
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	Good general order.	No Actions required.

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	✓	PASS System and Company Portal contains full register all incidents.	
2	No. of service user fatalities on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
3	No. of incidents of domestic violence on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	✓	Good general order.	No Actions required.
5	First aid box on site and fully stocked	✓	Good general order.	No Actions required.
6	Naloxone on site and record of any administration of this intervention	✓	Good general order.	No Actions required.
7	Defibrillator on site	✓	Good general order.	No Actions required.
8	PPE in use by all staff	✓	Good general order.	No Actions 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.	✓	Good general order.	No Actions required.
10	Wellbeing checks being carried out for singles & couples	N/A		

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	Self-sufficient Independent living is in place at this facility.	
12	Drinking water available	✓	Good general order.	No Actions required.
13	Dietary requirements catered for, allergens on display	✓	Good general order.	No Actions required.
14	HACCP system in use and up to date	✓	Good general order.	No Actions required.
15	Weekly and monthly menus available and in use	✓	Good general order.	No Actions required.
16	Last EHO report available if applicable	✓	Good general order.	No Actions required.

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

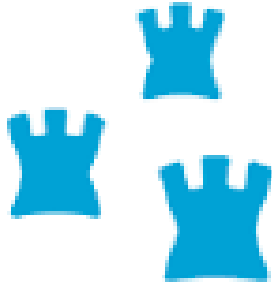
## 5.0 Conclusions

### **Inspector Comments:**

Further to the inspection of the property, it is evident that the property is a well maintained and well managed property.

### **Remedial Actions to be addressed:**

There no remedial actions identified at this time as a result of this Inspection.



Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

**Property Inspection Report for Dublin City Council  
(Dublin Regional Homeless Executive)**

**Property ID Reference: 002104DCC**

**Date of inspection: 15<sup>th</sup> July 2025**

<b>Prepared By:</b>	<b>SEQ Safety Consulting Ltd</b>
<b>Date of inspection:</b>	<b>15<sup>th</sup> July 2025</b>
<b>Report Version:</b>	<b>Rev. 01</b>



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**2.0 Overview.....3**

**3.0 Inspection details.....4**

**4.0 SEQ'S Approach.....4**

**5.0 Conclusions.....21**







## 1.0 Introduction

Dublin City Council has engaged the services of SEQ Safety Consulting Limited to establish a multi-party framework for the delivery of Homeless Accommodation Inspection Services at properties within the Dublin Regional Homeless Executive (DRHE) administration area.




## 2.0 Overview

The homeless accommodation inspection service will encompass the following elements:




### Building Standards:

-  Fire Safety
-  Building Compliance
-  CCTV
-  Ventilation
-  Heating & lighting
-  Wi-Fi & general building condition



### Onsite Facilities:

-  Housekeeping service
-  Laundry
-  Sanitizing Service




### Operational Systems:

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




### Staff:

-  Staff training (adequate/appropriate)
-  Adequate Supervision

### Health & Safety:

-  Fire wardens on duty
-  First aid recourses in place
-  Wellbeing Checks

### Food Service:

-  Inspection of cooking facilities
-  Assessment of meals provided (Qualitative & dietary)
-  Assessment of feedback system form residents (established system & during inspection)

### 3.0 Inspection details:

Inspectors: Inspector A inspected the property

Date of inspection: 15<sup>th</sup> July 2025

### 4.0 SEQ Approach:

SEQ Safety Consulting Limited (SEQ) will follow the instructions provided by DCC at all times and will maintain a constant line of communication with the DCC designated point of contact.

SEQ will adhere to the instructions provided by DCC both prior to, during and post the inspection with the intention of delivering an excellent level of inspection that exceeds the objectives of the framework.

The terms of reference for the inspections shall be:

- ✚ Previous inspection reports
- ✚ Input from the DCC point of contact on a property-by-property basis
- ✚ Current applicable legislation, codes/best industry practice
- ✚ Timely issuing of reports that clearly identifies good practices and areas/opportunities for improvement

## Inspection Checklist

**Property ID:** 002104DCC

**Date:** 15/07/2025

**Inspectors:** Inspector A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	✓	Good general order.	No Actions required.
2	Overall atmosphere	✓	Good general order.	No Actions required.
3	Thermostatically controlled heating	✓	Good general order.	No Actions required.
4	CCTV in common areas	X	Some action required.	Ongoing upgrades in progress.
5	Pest control policy in place	✓	Good general order.	No Actions required.

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

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

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

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

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

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

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

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	✓	<b>Note:</b> Recommendation action to include “Warning Hot Surfaces” signage where there is a risk of burns / scalds – Hobs, kettles, ovens etc.	
48	Furniture and floor/wall finishing’s suitable and in good repair	✓	Good general order.	No Actions required.
49	Lighting bright and fittings in good repair	✓	Good general order.	No Actions required.
50	CCTV in place to cover the area/area monitored	✓	Good general order.	No Actions required.
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	Good general order.	No Actions required.
52	Most recent EHO inspection report available if applicable	✓	Good general order.	No Actions required.
53	Suitable utensils and cookware available	✓	Good general order.	No Actions required.
54	Dishwasher/s available	✓	Good general order.	No Actions required.
55	Any breakages noted generally	✓	Good general order.	No Actions required.
56	Bin storage facilities - is it safe and appropriate	✓	Good general order.	No Actions required.

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

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	✓	Good general order.	No Actions required.

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

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

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

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

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

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.	✓	Good general order.	No Actions required.
19	Information on available times for all support services clearly displayed	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> <li>• fire safety</li> <li>• Children first, where applicable (only required for Family PEA's at present)</li> </ul>	✓	Good general order.	No Actions required.
21	<b>Key staff trained in:</b> <ul style="list-style-type: none"> <li>• Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training)</li> <li>• Fire Warden, as a minimum a fire warden must be on the premises at all times</li> <li>• Suicide Awareness</li> <li>• Intercultural awareness</li> <li>• Equality &amp; Diversity</li> <li>• Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment</li> <li>• first aid</li> <li>• 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</li> </ul>	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	Good general order.	No Actions required.
23	Staff well presented, informed and helpful	✓	Good general order.	No Actions required.
24	Staff interaction with residents professional and friendly	✓	Good general order.	No Actions required.
25	Facility has a documented complaints policy and log	✓	Good general order.	No Actions required.
26	Appropriate staff structure in place with a clearly identifiable person in charge (manager/supervisor) on site	✓	Good general order.	No Actions required.
27	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
28	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
29	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
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	✓	Good general order.	No Actions required.
31	How often are fire drill conducted on site?	✓	Good general order.	No Actions required.
32	Are there adequate fire escape route finder plans in the property?	✓	Good general order.	No Actions required.

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

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

42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Good general order.	No Actions required.
43	Are all fire extinguishers present and serviced up to date?	✓	Good general order.	No Actions required.
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	Good general order.	No Actions required.

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	✓	PASS System and Company Portal contains full register all incidents.	
2	No. of service user fatalities on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
3	No. of incidents of domestic violence on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
4	Correct procedure followed for critical incidents	✓	Good general order.	No Actions required.
5	First aid box on site and fully stocked	✓	Good general order.	No Actions required.
6	Naloxone on site and record of any administration of this intervention	✓	Good general order.	No Actions required.
7	Defibrillator on site	✓	Good general order.	No Actions required.
8	PPE in use by all staff	✓	Good general order.	No Actions 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.	✓	Good general order.	No Actions required.
10	Wellbeing checks being carried out for singles & couples	N/A		

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	Self-sufficient Independent living is in place at this facility.	
11	Drinking water available	✓	Good general order.	No Actions required.
12	Dietary requirements catered for, allergens on display	✓	Good general order.	No Actions required.
13	HACCP system in use and up to date	✓	Good general order.	No Actions required.
14	Weekly and monthly menus available and in use	✓	Good general order.	No Actions required.
15	Last EHO report available if applicable	✓	Good general order.	No Actions required.

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

## 5.0 Conclusions

### Inspector Comments:

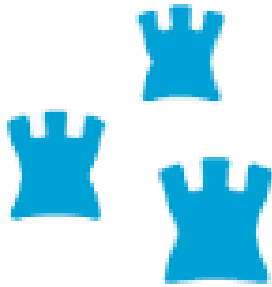
Further to the inspection of the property, it is evident that the property is a well maintained and well managed property.

### Remedial Actions to be addressed:

The following are a list of actions that need to be addressed and are highlighted within the relevant sections above, within this report:

#### Theme 1 Building Standards

- Contractor has reviewed CCTV locations, ongoing upgrades in progress.



Comhairle Cathrach  
Bhaile Átha Cliath  
**Dublin City Council**

**Property Inspection Report for Dublin City Council  
(Dublin Regional Homeless Executive)**

**Property ID Reference: 002107DCC**

**Date of inspection: 14<sup>th</sup> July 2025**

<b>Prepared By:</b>	<b>SEQ Safety Consulting Ltd</b>
<b>Date of inspection:</b>	<b>14<sup>th</sup> July 2025</b>
<b>Report Version:</b>	<b>Rev. 01</b>



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## 1.0 Introduction

Dublin City Council has engaged the services of SEQ Safety Consulting Limited to establish a multi-party framework for the delivery of Homeless Accommodation Inspection Services at properties within the Dublin Regional Homeless Executive (DRHE) administration area.

## 2.0 Overview

The homeless accommodation inspection service will encompass the following elements:

### Building Standards:

- ✚ Fire Safety
- ✚ Building Compliance
- ✚ CCTV
- ✚ Ventilation
- ✚ Heating & lighting
- ✚ Wi-Fi & general building condition

### Onsite Facilities:

- ✚ Housekeeping service
- ✚ Laundry
- ✚ Sanitizing Service

### Operational Systems:

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

### Staff:

- ✚ Staff training (adequate/appropriate)
- ✚ Adequate Supervision

### Health & Safety:

- ✚ Fire wardens on duty
- ✚ First aid recourses in place
- ✚ Wellbeing checks

### Food Service:

- ✚ Inspection of cooking facilities
- ✚ Assessment of meals provided (Qualitative & dietary)
- ✚ Assessment of feedback system form residents (established system & during inspection)



### 3.0 Inspection details:

Inspectors: Inspector A inspected the property

Date of inspection: 14<sup>th</sup> July 2025

### 4.0 SEQ Approach:

SEQ Safety Consulting Limited (SEQ) will follow the instructions provided by DCC at all times and will maintain a constant line of communication with the DCC designated point of contact.

SEQ will adhere to the instructions provided by DCC both prior to, during and post the inspection with the intention of delivering an excellent level of inspection that exceeds the objectives of the framework.

The terms of reference for the inspections shall be:

- ✚ Previous inspection reports
- ✚ Input from the DCC point of contact on a property-by-property basis
- ✚ Current applicable legislation, codes/best industry practice
- ✚ Timely issuing of reports that clearly identifies good practices and areas/opportunities for improvement



# Inspection Checklist

Property ID Reference: 002107DCC

Date: 14/07/2025

Inspector: A

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

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

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

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

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

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

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

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

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

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

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
65	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	✓	Good general order.	No Actions required.

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
66	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	Good general order.	No Actions required.

THEME 1 - GOOD NEIGHBOURHOOD POLICY				
Number	Item		Comments/Remarks	Actions
67	Staff aware of responsibilities and Policy document available for review	✓	Good general order.	No Actions required.
68	Evidence of managing issues arising available for review	✓	Good general order.	No Actions required.

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

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

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

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.	✓	Good general order.	No Actions required.
19	Information on available times for all support services clearly displayed	✓	Good general order.	No Actions required.

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
20	All staff trained in: <ul style="list-style-type: none"> <li>• fire safety</li> <li>• Children first, where applicable (only required for Family PEA's at present)</li> </ul>	✓	Good general order.	No Actions required.
21	<b>Key staff trained in:</b> <ul style="list-style-type: none"> <li>• Managing Challenging Behaviour Training (E.g.: TCI, CPI, MAPA training)</li> <li>• Fire Warden, as a minimum a fire warden must be on the premises at all times</li> <li>• Suicide Awareness</li> <li>• Intercultural awareness</li> <li>• Equality &amp; Diversity</li> <li>• Safeguarding Vulnerable Adults</li> <li>• Administering Naloxone/overdose treatment</li> <li>• first aid</li> <li>• 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</li> </ul>	✓	Good general order.	No Actions required.

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

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	Good general order.	No Actions required.
28	Appropriate number of carbon monoxide alarms on site and operational	✓	Good general order.	No Actions required.
29	Sufficient levels of trained staff on site as required	✓	Good general order.	No Actions required.
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	✓	Good general order.	No Actions required.
31	How often are fire drill conducted on site?	✓	Good general order.	No Actions required.

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

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

42	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	Good general order.	No Actions required.
43	Are all fire extinguishers present and serviced up to date?	✓	Good general order.	No Actions required.
44	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	Good general order.	No Actions required.

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	✓	PASS System and Company Portal contains full register all incidents.	
2	No. of service user fatalities on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
3	No. of incidents of domestic violence on site since last inspection	✓	PASS System and Company Portal contains full register all incidents.	
4	Correct procedure followed for critical incidents	✓	Good general order.	No Actions required.
5	First aid box on site and fully stocked	✓	Good general order.	No Actions required.
6	Naloxone on site and record of any administration of this intervention	✓	Good general order.	No Actions required.
7	Defibrillator on site	✓	Good general order.	No Actions required.
8	PPE in use by all staff	✓	Good general order.	No Actions 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.	✓	Good general order.	No Actions required.
10	Wellbeing checks being carried out for singles & couples	N/A		

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
11	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	Self-sufficient Independent living is in place at this facility.	No Actions required.
12	Drinking water available	✓	Good general order.	No Actions required.
13	Dietary requirements catered for, allergens on display	✓	Good general order.	No Actions required.
14	HACCP system in use and up to date	✓	Good general order.	No Actions required.
15	Weekly and monthly menus available and in use	✓	Good general order.	No Actions required.
16	Last EHO report available if applicable	✓	Good general order.	No Actions required.

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

## 5.0 Conclusions

### **Inspector Comments:**

Further to the inspection of the property, it is evident that the property is a well maintained and well managed property.

### **Remedial Actions to be addressed:**

There no remedial actions identified at this time as a result of this Inspection.