



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231000D01

09TH October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231000D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 09th October 2023

Property Description: Property 231000D01 appears to be a very well-run facility with 75 beds available, on the day of the inspection 46 beds were taken.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231000D01

Date: 09th October 2023

Inspector: C

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

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

23501 –231000D01

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

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

23501 –231000D01

25	Number of DAC bedrooms per facility	0	No Issues	
26	Any breakages noted generally	X	No Issues	

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

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

23501 -231000D01

37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	✓	1 Machine for Repair	

THEME 1 - SMOKING AREA

Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV inplace 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 inplace 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	

23501 -231000D01

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date	✓	No Issues	

23501 –231000D01

	(Quarterly) and recorded in the Fire Register			
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	No Issues 25/09/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

23501 –231000D01

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	A very effective dashboard system	

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	75	No Issues	

23501 –231000D01

7	No. of available beds today	✓	3 rooms available	
8	No. of service users booked in today	46	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	29	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 –231000D01

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

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

23501 –231000D01

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

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

23501 –231000D01

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	✓	No Issues Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	

23501 –231000D01

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	
-----------	---	---	-----------	--

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

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

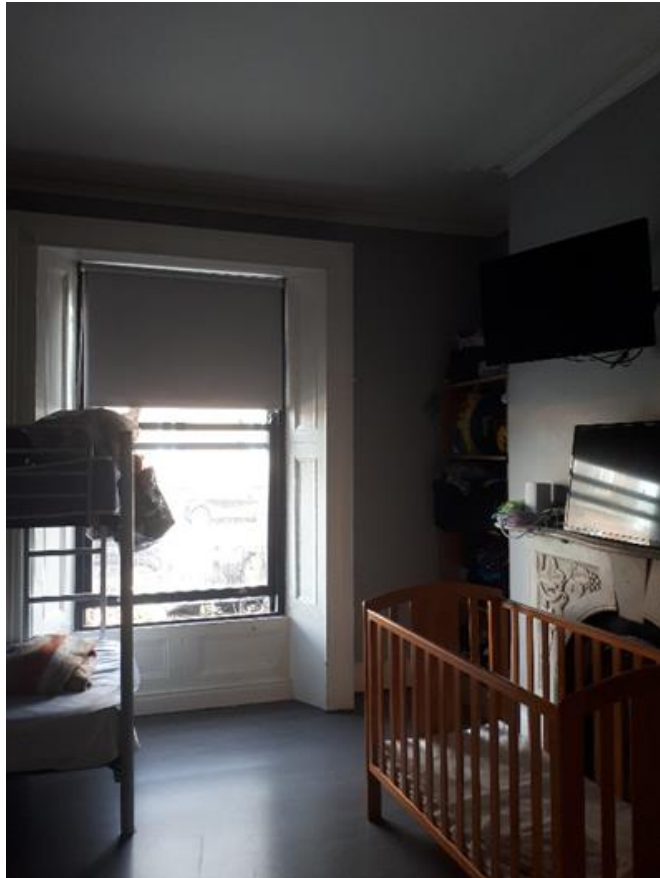
THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	No Issues 2 deliveries per day, also have option to cook	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues Weekly	
15	Last EHO report available if applicable	✓	No Issues	

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

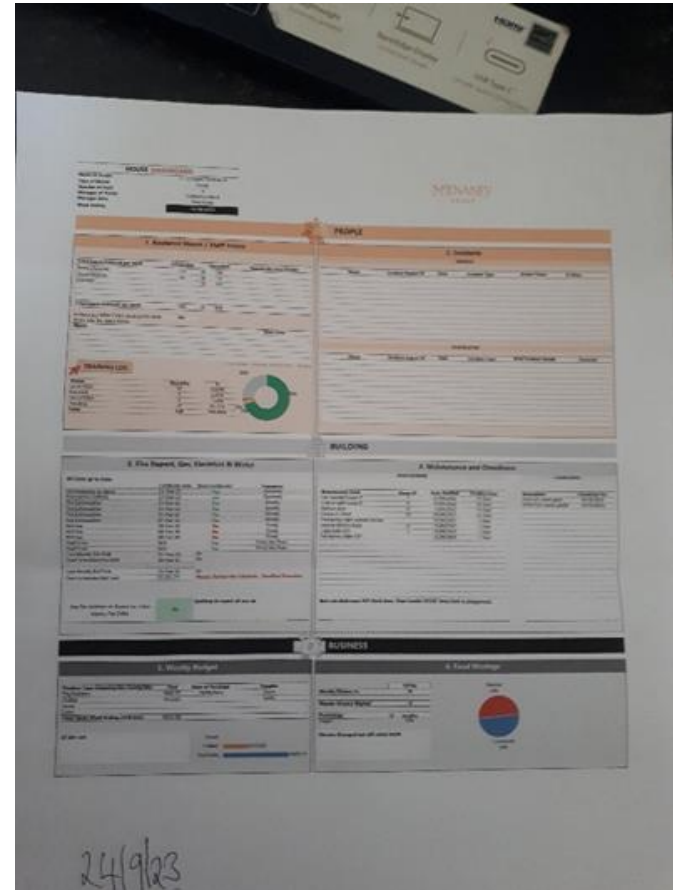
23501 -231000D01

3 Photos of Premises

Family room



Dashboard





23501 -231000D01

Bedroom



Bathroom





23501 –231000D01

4 Conclusions

4.1.1 Inspectors Comments

Property 231000D01 has a high standard of cleaning and maintenance. Competent and professional staff running the property. All documentation up to date and available

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- 1 washing machine needed for repair.

4.1.3 Actions Concluded

The following actions have been concluded:

- The above washing machine has been repaired.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231001D01

11th October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231001D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 11th October 2023

Property Description: Property 231001D01 is a large facility, this is property caters for families and has large common areas for play and socializing.

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: 231001D01

Date: 11th October 2023

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	√	No Issues Largest family size 8 Smallest family size 2	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Deep Cleaning	
20	Furnishings (including beds) fit for purpose and in good repair	√	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No Issues	
23	Free Wi-Fi available	√	No Issues	



23501 – 231001D01

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

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

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

23501 – 231001D01

35	Roster or straightforward system for access in place for all residents	X	No Issues	
36	CCTV in place in the laundry area	√	No Issues	
37	Sufficient numbers of washers and dryers available.	√	7 washers and 7 dryers	
38	Any repair issues	X	No Issues	

THEME 1 - SMOKING AREA

Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	No Issues	
40	CCTV inplace to cover the area/area monitored	√	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA

Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	No Issues	
42	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	
43	Lighting bright and fittings in good repair	√	No Issues	
44	CCTV inplace to cover the area/area monitored	√	No Issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	√	No Issues	
46	Most recent EHO inspection report available if applicable	√	Dated 07/04/2023	

23501 – 231001D01

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date	√	No Issues	

23501 – 231001D01

	(Quarterly) and recorded in the Fire Register			
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	No Issues	
60	Fire drill done in the last Quarter and date	√ 14/08/23	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No Issues	

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

23501 – 231001D01

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	Landlord is responsible for all maintenance	

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	270	No Issues	

23501 – 231001D01

7	No. of available beds today	270	No Issues	
8	No. of service users booked in today	270	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	√	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	6	Housekeeping issues	

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



23501 – 231001D01

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

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

23501 – 231001D01

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√ √ √ √ √ √ √		
-----------	--	---	--	--

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

23501 – 231001D01

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No Issues	
31	How often are fire drill conducted on site?	14/08/23	Quarterly No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	

23501 – 231001D01

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	
-----------	---	---	-----------	--

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	8	Minor accidents	
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	6	No Issues	

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	2	No Issues	
11	Drinking water available	√	No Issues	
12	Dietary requirements catered for, allergens on display	√	No Issues	
13	HACCP system in use and up to date	√	No Issues	
14	Weekly and monthly menus available and in use	√	No Issues	
15	Last EHO report available if applicable	√	No Issues	

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

23501 – 231001D01

3 Photos of Premises

Kitchen



Fire Panel



Childrens Area



Laundry Facility



23501 – 231001D01

Bedroom



Bathroom





23501 – 231001D01

4 Conclusions

4.1.1 Inspectors Comments

Property 231001D01 appears to be a very well run facility. Breakfast and dinner are provided each day and there are also well-equipped domestic kitchens. Previous issue as per last inspection which needs to be addressed urgently.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Access for fire brigade to back of property continues to be hindered due to parked vehicles.

4.1.3 Actions Concluded

The following actions have been concluded:

- The parking is continuously monitored by the staff to ensure parked vehicles do not block access for emergency vehicles.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231002D02

06th October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231002D02 - Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 06th October 2023

Property Description: Property was refurbished in 2010 and is a 3-story property. There are 20 bedrooms, all rooms are ensuite. Property is designated for males only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231002D02

Date: 06th October 2023

Inspector: A

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Property was refurbished in 2010. Property is in good condition. No issues	
2	Overall atmosphere	√	No issues	
3	Thermostatically controlled heating	√	No issues	
4	CCTV in common areas	√	No issues	
5	Pest control policy in place	√	No issues	

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

23501 –231002D02

10	External items for repair	X	No issues	
-----------	---------------------------	---	-----------	--

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

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

23501 –231002D02

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	Nil	No issues	
28	Number of DAC bathrooms per facility	0	No DAC Bathrooms	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	No issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No issues	
31	Openable window and/or mechanical ventilation in place	√	No issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	X	While there is no heat source present in the bathrooms the ensuite bathrooms were warm and I was informed that there has been no complaints from the service users. No issues	
33	Any breakages	X	No issues	

23501 –231002D02

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

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	√	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	

23501 –231002D02

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

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

23501 –231002D02

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, (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 05/07/2023. Emergency lighting last serviced on 05/07/2023.	Due for inspection
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 27/07/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 22/09/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

23501 –231002D02

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

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

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

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

23501 –231002D02

4	Laundry facility available to service users	√	No issues	
5	Sanitising schedule in place and records available	√	No issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	64	While there are 102 beds only 64 are available due to size of rooms, this has been an agreement with DCC No issues	
7	No. of available beds today	Nil	No issues	
8	No. of service users booked in today	64	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

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

23501 –231002D02

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

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

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

23501 –231002D02

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

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

23501 –231002D02

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No faults	
28	Appropriate number of carbon monoxide alarms on site and operational	21	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 22/09/2023	
31	How often are fire drill conducted on site?	√	Quarterly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced No issues	

23501 –231002D02

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	
-----------	---	---	-----------	--

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

23501 –231002D02

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	64 X 3	No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	No issues	
15	Last EHO report available if applicable	√	No inspection to date. No issues	

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

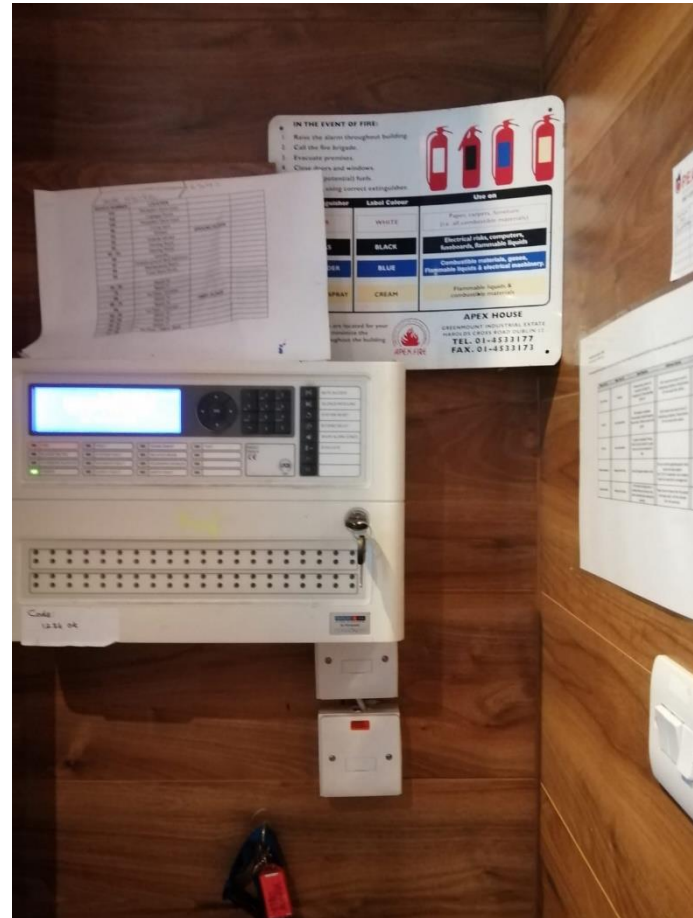
23501 -231002D02

3 Photos of Premises

Fire Extinguishers



Fire Panel



23501 -231002D02

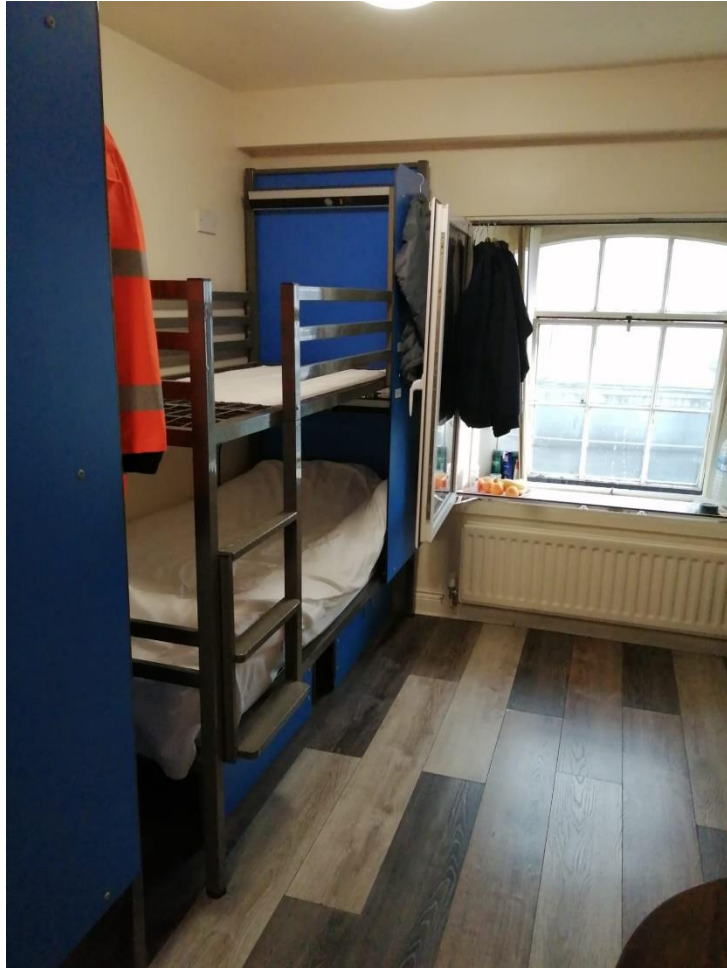
Emergency Lighting



Laundry Facility



Bedroom



Bathroom





23501-231002D02

4 Conclusions

4.1.1 Inspectors Comments

Property 231002D02 from previous inspection it was agreed to keep the numbers to 64 due to the size of the rooms. While there is no heat source present in the bathrooms the ensuite bathrooms were warm and I was informed that there have been no complaints from the service users. This issue was raised in the last inspection report.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Fire Alarm detection system due for service
- Emergency lighting due for inspection

4.1.3 Actions Concluded

The following actions have been concluded:

- The above have now been serviced and the certs that were outstanding have now been provided and verified.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231003D01

09th October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231003D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 09th October 2023

Property Description: Property 231003D01 is a well-managed facility. Two property is split into 16 units and 15 units for males with a capacity for 65 males.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231003D01

Date: 09th October 2023

Inspector: C

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

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

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

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



23501 –231003D01

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

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

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

23501 –231003D01

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.	✓	6 washing machines 6 Dryers	
38	Any repair issues	✓	2 Machines for repair	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	✓	No Issues	
40	CCTV inplace 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 inplace 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	
50	CCTV inplace to cover the area/area monitored	✓	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	✓	No Issues	
52	Most recent EHO inspection report available if applicable	X	No Issues	
53	Suitable utensils and cookware available	✓	No Issues	
54	Dishwasher/s available	✓	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	✓	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date	✓	No Issues	

23501 –231003D01

	(Quarterly) and recorded in the Fire Register			
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓	No Issues 7/10/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

23501 –231003D01

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

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	61	No Issues	

23501 –231003D01

7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	61	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	✓	No Issues Although not all staff have training	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues BOS App used plus paper record	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	



23501 –231003D01

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

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

23501 –231003D01

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

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

23501 –231003D01

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	✓	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	

23501 –231003D01

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	
-----------	---	---	-----------	--

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

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

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

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

23501 -231003D01

3 Photos of Premises

Fire Escape Plan



Fire Panel



23501 -231003D01

Laundry



Bathroom

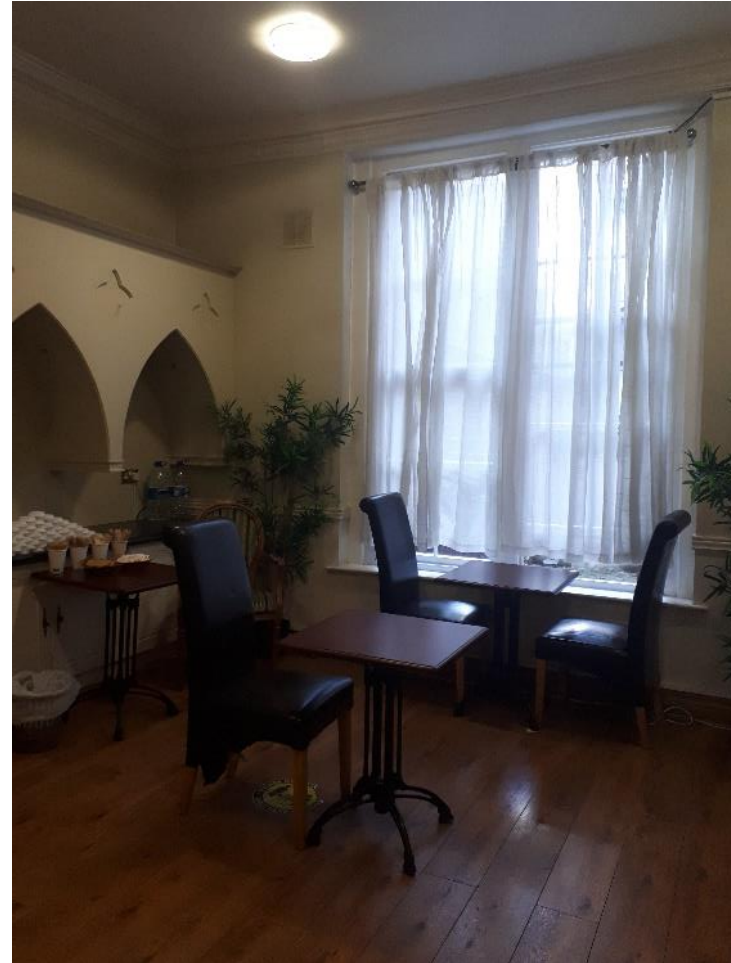


23501 -231003D01

Bedroom



Dining Area





23501 –231003D01

4 Conclusions

4.1.1 Inspectors Comments

Property 231003D01 is a well-managed facility with no issues to report, new carpets and decorating taking place. Staff use a very comprehensive and well documented system with all certifications on hand.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Recommendation of recording Naloxone administration
- 2 washing machines need to be repaired.

4.1.3 Actions Concluded

The following actions have been concluded:

- Process of recording of Naloxone is ongoing.
 - 2 washing machines out of services have now been repaired.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231004D04

12TH October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231004D04 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 12th October 2023

Property Description: Property 231004D04 facility for single women and couples. Occupancy is 65 but reduced to 29 due to single female to most rooms.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231004D04

Date: 12th October 2023

Inspector: C

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

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



23501 –231004D04

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 Due to Single Female only 1 to each room	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	✓	No Issues	
20	Furnishings (including beds) fit for purpose and in good repair	✓	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	✓	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	✓	No Issues	
23	Free Wi-Fi available	✓	No Issues	



23501 –231004D04

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	✓	No Issues	
25	Number of DAC bedrooms per facility	1	No Issues	
26	Any breakages noted generally	X	No Issues	

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

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	N/A	No Laundry facility residents use local launderette	

23501 –231004D04

35	Roster or straightforward system for access in place for all residents	N/A	N/A	
36	CCTV in place in the laundry area	N/A	N/A	
37	Sufficient numbers of washers and dryers available.	N/A	N/A	
38	Any repair issues	N/A	N/A	

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

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

23501 –231004D04

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and periodic inspection certs up to date	✓	No Issues	

23501 –231004D04

	(Quarterly) and recorded in the Fire Register			
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	✓	No Issues	
60	Fire drill done in the last Quarter and date	✓ 7/7/23	No Issues	Due fire drill
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	X	No PEEP forms	Recommend putting in place
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	X	Awaiting same	To be provided

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

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

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	29	Capacity is 65 if all beds occupied	

23501 –231004D04

7	No. of available beds today	36	No Issues	
8	No. of service users booked in today	29	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



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

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

23501 –231004D04

21	Key staff trained in:			
	<ul style="list-style-type: none"> Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) 	X	No Staff Trained	Implement
	<ul style="list-style-type: none"> Fire Warden, as a minimum a fire warden must be on the premises at all times 	✓		
	<ul style="list-style-type: none"> Suicide Awareness Intercultural awareness Equality & Diversity Safeguarding Vulnerable Adults 	X ✓	No Staff Trained	Implement
	<ul style="list-style-type: none"> Administering Naloxone/overdose treatment first aid A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	X ✓ X	Staff Trained but no Naloxone	See Comments
			Staff Available	Implement

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	X	No Issues Name badges not used or required	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	

23501 –231004D04

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	✓ Quarterly	No Issues	Due a fire drill
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	

23501 –231004D04

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	
-----------	---	---	-----------	--

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

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

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

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

3 Photos of Premises

HACCP

Sc2 Refrigeration

Search By: STAFF, Select Staff

Select Dates: 29/09/2023 - 12/10/2023

Date	Staff	Fridge	Temperature	Comment	Signature
Oct 12, 2023	Bruno Belmonte	Fridge 8	-19.0°C	Freezer 3	[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 7	-18.0°C	Freezer 2	[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 6	-18.0°C	Freezer 1	[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 5	4.0°C		[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 4	3.0°C		[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 3	4.0°C		[Signature]
Oct 12, 2023	Bruno Belmonte	Fridge 2	4.0°C		[Signature]

Fire Panel



23501 -231004D04

Corridor/CCTV/ Fire Extinguishers

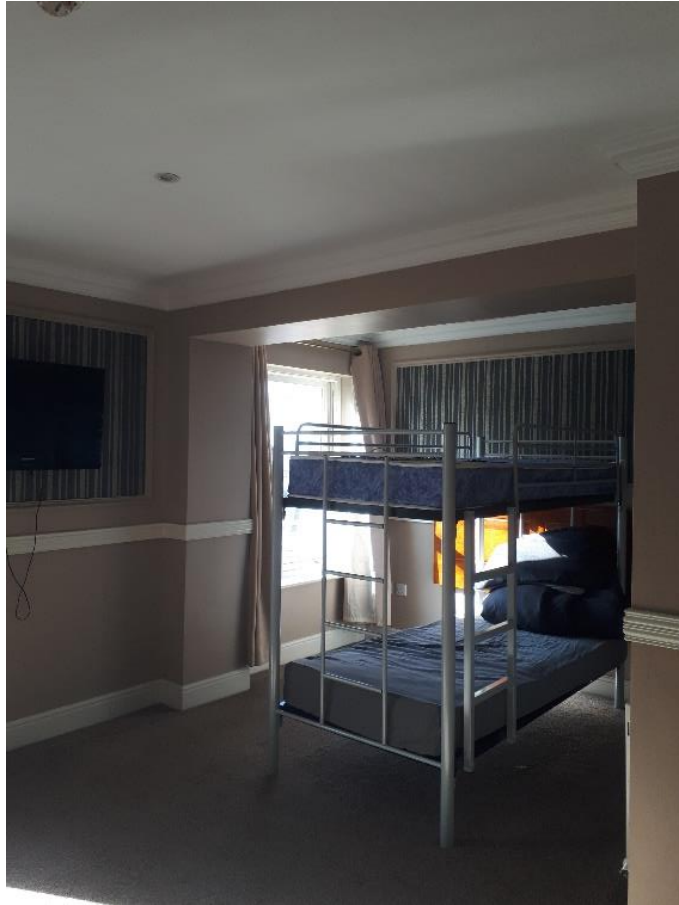


Dining Facility



23501 -231004D04

Bedroom



Bathroom





4 Conclusions

4.1.1 Inspectors Comments

Property 231004D04 is well maintained, clean and in good condition. There are only a small number of staff and the training issues identified need to be addressed. Electrical Cert still outstanding but in hand. There was a fatality recently in the residence, a possible overdose. The staff have been trained in the administration of Naloxone but there is none in the first aid kit, this should be addressed as soon as possible.

Kitchen staff use an Ipad for recording all their daily duties. This is a very effective reporting and recording system.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Staff Training needs to be addressed.
- Naloxone to be provided in the First Aid Kit.
- Electrical cert to be provided
- Personal Emergency Evacuation Plan to be put in place
- Fire drill due to be done ever quarter and logged

4.1.3 Actions Concluded

The following actions have been concluded:

- Staff training is ongoing.
- The above certs that were outstanding have now been provided and verified.
- Some of actions above are still outstanding however the service provider is aware of it and working towards rectifying them



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231014D03

10th October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231014D03 - Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 10th October 2023

Property Description: Property 231014D03 was refurbished in 2021 and is a 3-story property. There are 15 bedrooms, and all rooms are ensuite. Current capacity for 63 service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231014D03

Date: 10th October 2023

Inspector: A

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

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

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

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

23501 – 231014D03

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

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

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

23501 – 231014D03

35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	Entrance to the laundry room is covered by CCTV. No issues	
37	Sufficient numbers of washers and dryers available.	√	1 washer and 1 dryer. No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA

Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No issues	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	No issues	
43	Lighting bright and fittings in good repair	N/A	No issues	
44	CCTV in place to cover the area/area monitored	N/A	No issues	
45	Cleaning schedule in place in compliance with HACCP guidelines	N/A	No issues	

23501 – 231014D03

46	Most recent EHO inspection report available if applicable	N/A	No issues	
-----------	---	-----	-----------	--

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	

23501 – 231014D03

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 12/09/2023. Emergency lighting last serviced on 12/09/2023. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 03/2023.	
60	Fire drill done in the last Quarter and date	√	Conducted monthly. Last fire drill held on 03/10/2023. No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

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

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

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

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

23501 – 231014D03

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	63	No issues	
7	No. of available beds today	3	No issues	
8	No. of service users booked in today	60	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	Nil	No issues	
10	No. of no shows/vacancies today	Nil	No issues	
11	No. of official complaints received on file and verified with DRHE	Nil	No issues	

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

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

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

23501 – 231014D03

	Naloxone/overdose treatment	√	No issues	
	<ul style="list-style-type: none"> • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√	No issues	
		√	No issues	
		√	No issues	

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	7	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	

23501 – 231014D03

30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 03/10/2023	
31	How often are fire drill conducted on site?	√	Monthly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced 03/2023	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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

23501 – 231014D03

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

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



23501 – 231014D03

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

23501 – 231014D03

3 Photos of Premises

Fire Extinguishers

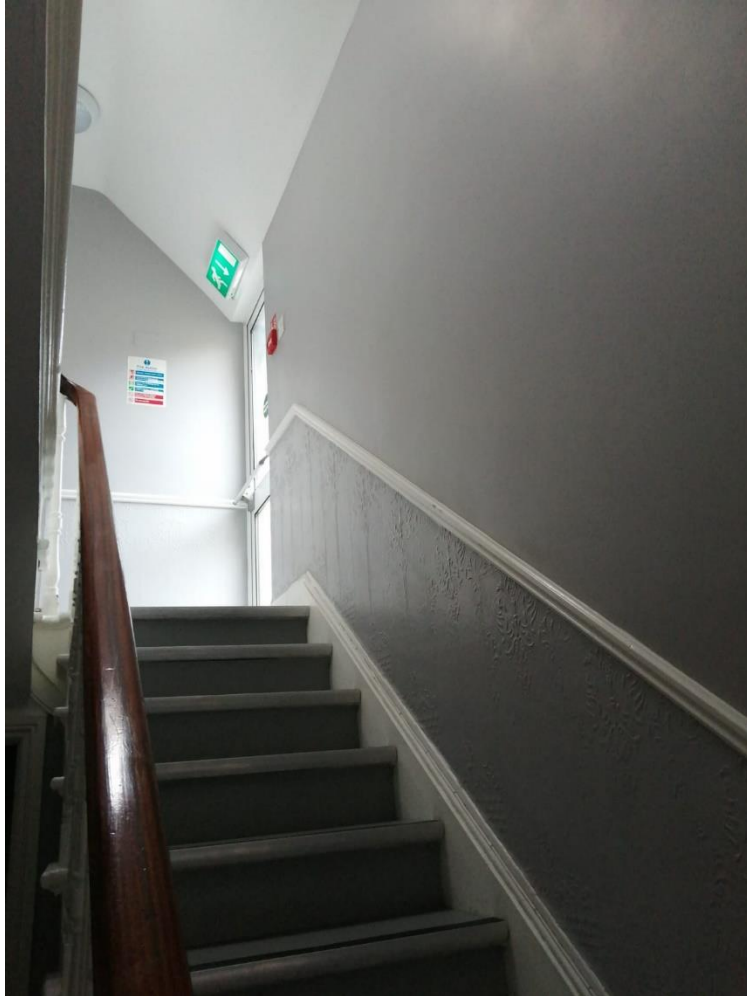


Fire Panel



23501 – 231014D03

Emergency Lighting



Laundry Facility



Bedroom



Bathroom





23501 – 231014D03

4 Conclusions

4.1.1 Inspectors Comments

Property 2310143D03 current occupancy of 60 service users, property is designated for families only. Items raised on last inspection have been addressed.

4.1.2 Actions of the Property

There are no further actions for this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231101D03

06th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231101D03 - Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

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

1.2 Inspection Details

Inspector: A

Date: 06TH November 2023

Property Description: Property 231101D03 was refurbished in 2016. Property is a 2-story property with 24 bedrooms and all rooms are ensuite. Current capacity for 73 service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231101D03

Date: 06th November 2023

Inspector: A

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

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

23501 – 231101D03

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

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



23501 – 231101D03

25	Number of DAC bedrooms per facility	0	No DAC bedrooms	
26	Any breakages noted generally	X	No issues	

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

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

23501 – 231101D03

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

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

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

23501 – 231101D03

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, (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 20/10/2023. Emergency lighting last serviced on 16/08/2023.	Emergency lighting due for service
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 07/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 20/09/2023. No issues	

23501 – 231101D03

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

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

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

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

23501 – 231101D03

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	73	No issues	
7	No. of available beds today	0	No issues	
8	No. of service users booked in today	73	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	0	No issues	
11	No. of official complaints received on file and verified with DRHE	0	No issues	

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

23501 – 231101D03

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Tracked manually. No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

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

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

23501 – 231101D03

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

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	60	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 20/09/2023	
31	How often are fire drill conducted on site?	√	Quarterly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced on 07/2023. No issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
1	No. of service user incidents or accidents on site in previous month	0	No issues	

23501 – 231101D03

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	3	No issues	

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	73	No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	

23501 – 231101D03

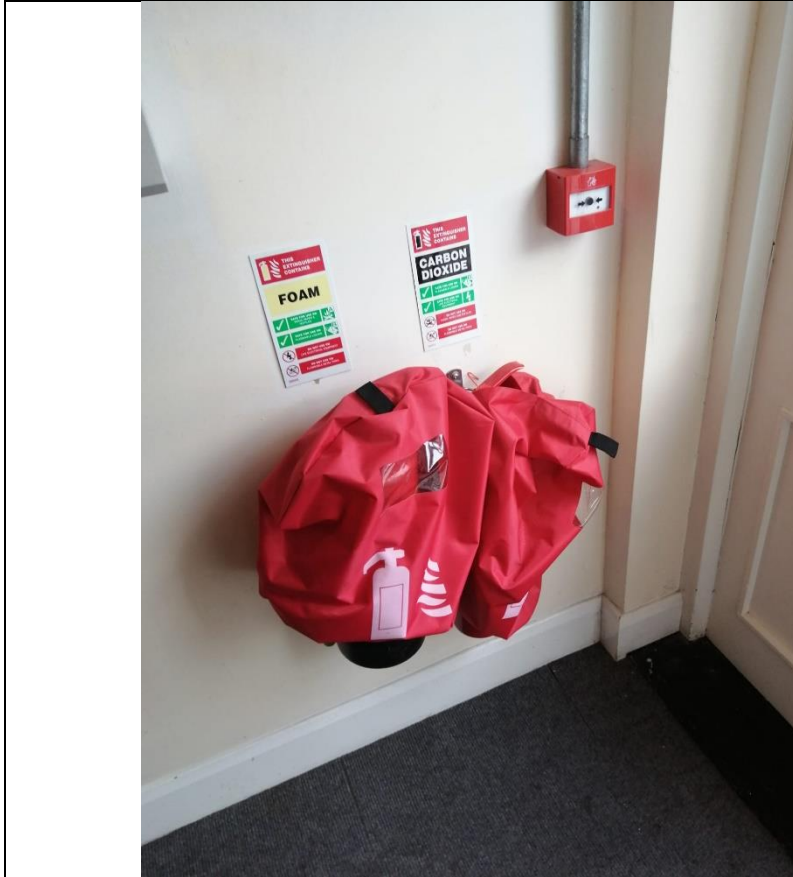
14	Weekly and monthly menus available and in use	√	No issues	
15	Last EHO report available if applicable	√	No issues	

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

23501 – 231101D03

3 Photos of Premises

Fire Extinguishers



Fire Panel

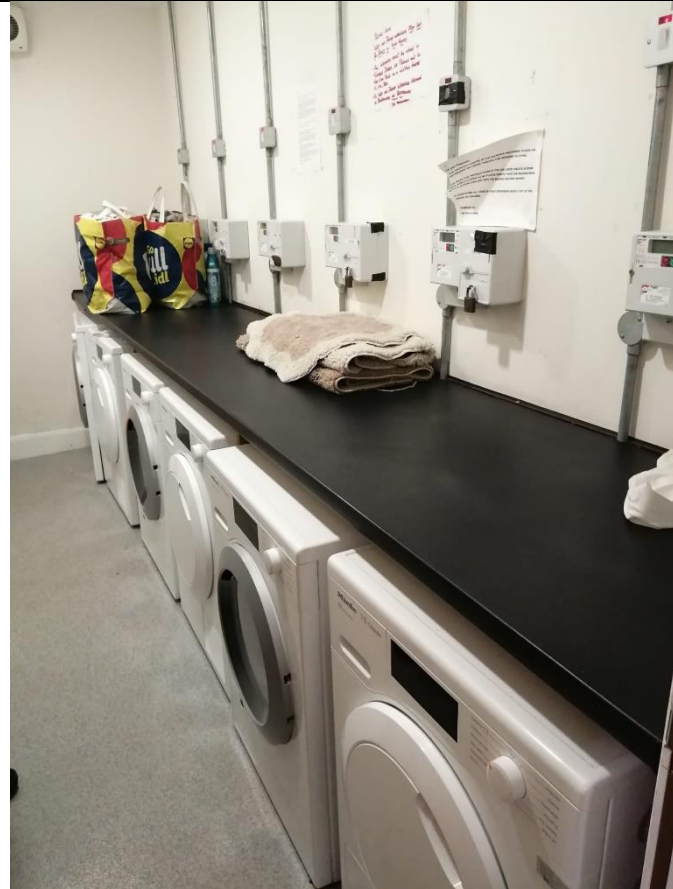


23501 – 231101D03

Defibrillator



Laundry Facility



Bedroom



Bathroom





23501 – 231101D03

4 Conclusions

4.1.1 Inspectors Comments

Property 231101D03 all issues from last year's reports are now closed out. Property is designated for families only. It is a well-run property with current occupancy of 73 service users.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Emergency lighting due for service

4.1.3 Actions Concluded

The following actions have been concluded:

- The above has been serviced and the certs that were outstanding have now been provided and verified.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231102D04

30th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231102D04 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 30TH November 2023

Property Description: Property 231102D04 is a pleasant and friendly residence for families. On the day of inspection, there were 19 adults and 36 children in residence.

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: 231102D04

Date: 30th November 2023

Inspector: C

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

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

23501 – 231102D04

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 14 units all ensuite	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Room had water leak, available next week	
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	

23501 – 231102D04

25	Number of DAC bedrooms per facility	0	No DAC bedrooms	
26	Any breakages noted generally	X	No Issues	

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

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

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

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

23501 – 231102D04

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (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 Fire Alarm contractor on site during inspection on regular service	
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 02/11/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	

23501 – 231102D04

62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

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

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

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

23501 – 231102D04

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	60	No Issues 8 Cots also available if required	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	56	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	4	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 – 231102D04

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

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

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

23501 – 231102D04

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

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

23501 – 231102D04

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 02/11/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

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

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

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

23501 – 231102D04

			2 Pre-Prepared food deliveries per week, service users prepare own food	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues Weekly	
15	Last EHO report available if applicable	X	No Issues	

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

23501 – 231102D04

3 Photos of Premises

Dining Room



Laundry Facility

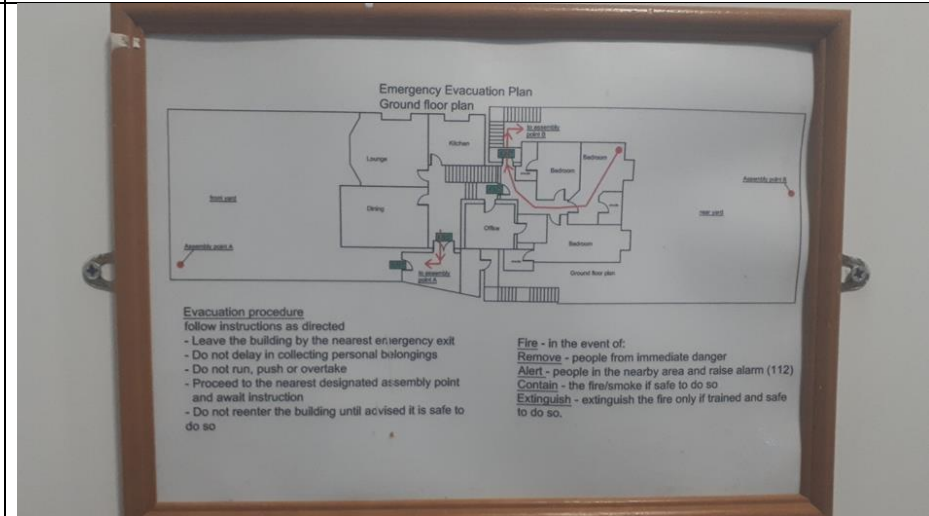


23501 – 231102D04

Bedroom



Emergency Evacuation Plan



Kitchen



Bathroom





23501 – 231102D04

4 Conclusions

4.1.1 Inspectors Comments

Property 231102D04 is well maintained and all documentation are available and up to date. No issues with the residence.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

There are no further actions for this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231103D06

17th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231103D06 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 17th November 2023

Property Description: Property 231103D06 is a 25-unit facility, catering for families that range from between 2 and 10 family members.

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: 231103D06

Date: 17th November 2023

Inspector: C

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

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

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 25 families between 2 and 10	
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	



23501 – 231103D06

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	No Issues All rooms ensuite	
28	Number of DAC bathrooms per facility	3	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	✓	No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	✓	No Issues	
31	Openable window and/or mechanical ventilation in place	✓	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	✓	No Issues	
33	Any breakages	X	No Issues	

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



23501 – 231103D06

38	Any repair issues	X	No Issues	
-----------	-------------------	---	-----------	--

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

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

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	

23501 – 231103D06

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (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	
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 30/09/23	

23501 – 231103D06

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	X	Not available	Electrical Certs to be verified.

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

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

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

23501 – 231103D06

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	97	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	97	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	✓	Included in the diary	

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

23501 – 231103D06

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues Salesforce	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

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

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

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

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

23501 – 231103D06

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 30/09/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

23501 – 231103D06

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	1	No Issues Breakfast provided, residents cater for themselves.	

23501 – 231103D06

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

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

23501 – 231103D06

3 Photos of Premises

Evacuation Plan	Fire Panel
	

23501 – 231103D06

Kitchen



Laundry Facility





Bedroom



Common Area





23501 – 231103D06

4 Conclusions

4.1.1 Inspectors Comments

Property 231103D06 is a well-run and maintained residence with a friendly atmosphere. Staff run a very friendly atmosphere property, all issues are reported to DHRE.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Electrical certs to be verified.

4.1.3 Actions Concluded

The following actions have been concluded:

- The service provider is currently working on providing the outstanding certs, these will be provided by the end of quarter 1 2024.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231104D07

19th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231104D07 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 19th November 2023

Property Description: Property 231104D07 is an all-male facility where 70% of the service users are working, some by day and some by night. There is no curfew and service users are free to go or return on their own times.

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: 231104D07

Date: 19th November 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	Old Building in need of refurbishment	
2	Overall atmosphere	√	No Issues	
3	Thermostatically controlled heating	√	Individual electrical radiator heaters in each room	
4	CCTV in common areas	X	No CCTV on site	Facility Management to liaise with DCC on this issue
5	Pest control policy in place	X	Facility takes measures as required	

THEME 1 – EXTERIOR OF BUILDING				
Number	Item		Comments/Remarks	Actions
6	Condition of exterior of building	√	No Issues	
7	Streetscape clean and free from rubbish	√	No Issues	
8	Regular outside checks	√	No Issues	
9	External CCTV in place	X	No CCTV on site	Facility Management to liaise with DCC on this issue

23501 – 231104D07

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 communal area	
12	Condition of floor and wall finishes	√	No Issues	
13	Internal CCTV available	X	No CCTV on site	Facility Management to liaise with DCC on this issue
14	Appropriate lighting and fixtures	√	No Issues	
15	Passive ventilation in bedrooms	√	No Issues	
16	Any internal repairs required	X	No Issues	Modernisation and cosmetic work required throughout
17	All egress exits free from obstacles	√	No Issues	

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	No Issues	As agreed with DCC 19 persons across 7 rooms
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.	0	No Issues	

23501 – 231104D07

23	Free Wi-Fi available	√	No Issues	
24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No Issues	
25	Number of DAC bedrooms per facility	0	No DAC bedrooms	
26	Any breakages noted generally	X	No Issues	Modernisation and cosmetic work required throughout

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

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	1 washing machine in kitchen	

23501 – 231104D07

35	Roster or straightforward system for access in place for all residents	X	To be put in place	
36	CCTV in place in the laundry area	X	To be reviewed	
37	Sufficient numbers of washers and dryers available.	X	No	
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	v	Area in garden used for smoking area. Not covered.	
40	CCTV in place to cover the area/area monitored	x	No CCTV on site	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No commercial kitchen onsite	
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	

23501 – 231104D07

THEME 1 - DOMESTIC KITCHENS/TRAINING KITCHENS				
Number	Item		Comments/Remarks	Actions
47	Kitchen and storage areas clean and in good repair	√	No Issues	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	
49	Lighting bright and fittings in good repair	√	No Issues	
50	CCTV in place to cover the area/area monitored	√	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	X	None	
52	Most recent EHO inspection report available if applicable	X	None to date	
53	Suitable utensils and cookware available	√	Service users use own utensils and crockery. No Issues	
54	Dishwasher/s available	X	No Issues	
55	Any breakages noted generally	√	Modernisation and cosmetic work required throughout	
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	√	No Issues	



23501 – 231104D07

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	√ 20/10/23	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	N/A	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	X	Certificates were not available on site on day of inspection	Facility Management to follow up

THEME 1 - WATER TANKS

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

THEME 1 - MAINTENANCE

Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	√	White board system in use in office	

23501 – 231104D07

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

THEME 2 – Onsite Facilities, Operational Systems, Support Services, Staff				
Number	Item		Comments/Remarks	Actions
1	Housekeeping service in place	√	In house cleaning	
2	Names of all staff on site, and their roles.	√	Member of staff on duty 24 hours	
3	Cleaning products available to service users	√	No Issues	
4	Laundry facility available to service users	√	No Issues	
5	Sanitising schedule in place and records available	√	In house cleaning	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	19	No Issues	
7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	19	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	At this time of visit No Issues	

23501 – 231104D07

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Night time sign in sheet in place. Residents entry / exit not tracked as service users are free to come and go. No curfew in place. No Issues	
15	Complaints and feedback system in place	√	Whiteboard system in office is used to record complaints. No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No Issues	
17	Vacancies returned within 24 hours at correct times	√	No Issues	

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

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

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

23501 – 231104D07

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ 20/10/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	

23501 – 231104D07

34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

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

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	X	Requires restocking	
6	Naloxone on site and record of any administration of this intervention	N/A	No Issues	
7	Defibrillator on site	√	Remains in packaging as training has not taken place.	
8	PPE in use by all staff	√	No Issues	
9	Service users complying with any public health requirement or guidelines regarding any public health issues i.e. prevailing Covid -19 requirements/guidelines active at the time of inspection.	√	No Issues	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	Service users are responsible for their own catering. No Issues	
11	Drinking water available	√	No Issues	
12	Dietary requirements catered for, allergens on display	N/A	No Issues	
13	HACCP system in use and up to date	N/A	No Issues	
14	Weekly and monthly menus available and in use	N/A	No Issues	
15	Last EHO report available if applicable	√	No Inspection to date	

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

23501 – 231104D07

3 Photos of Premises

Outdoor Area	Evacuation Plan
	

23501 – 231104D07

Bedroom Space



Kitchen





23501 – 231104D07

Bedroom



Bathroom





23501 – 231104D07

4 Conclusions

4.1.1 Inspectors Comments

Property 231104D07 is an all-male facility where 70% of the service users are working, some by day and some by night. It's an old Building in need of refurbishment.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- No CCTV system on site.
- Some internal repairs at common areas, bedrooms, bathrooms and kitchens, require modernisation and cosmetic work.
- Electrical certificates were not available on site on day of inspection.
- Annual certificate of disinfection for the buildings water storage system was not available on site on day of inspection.
- Defibrillator is now on site and staff training is required.
- First aid box requires restocking.

4.1.3 Actions Concluded

The following actions have been concluded:

- The building is currently being renovated, the works have commenced in February and the above issues will be addressed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231105D07

14th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231105D07 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 14th November 2023

Property Description: Property 231105D07 was refurbished in Aug 2022, is a 2-storey property designated for females only. There are 12 bedrooms, 2 singles and 10 doubles with a current capacity of 22 service users. Property is designated for females only – Under 25.

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: 231105D07

Date: 14th November 2023

Inspector: B

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

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	√	2 singles and 12 doubles. 22 spaces.	
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	



23501 – 231105D07

26	Any breakages noted generally	X	No Issues	
----	-------------------------------	---	-----------	--

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All ensuite 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	√	Located in annex to kitchen No Issues	
35	Roster or straightforward system for access in place for all residents	√	No Issues	
36	CCTV in place in the laundry area	√	No Issues	
37	Sufficient numbers of washers and dryers available.	√	2 washers and 1 dryer No Issues	
38	Any repair issues	X	No Issues	

23501 – 231105D07

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

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

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

23501 – 231105D07

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced 07/2023 No Issues	
60	Fire drill done in the last Quarter and date	√ 10/10/23	No Issues Weekly Bell test	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√	No Issues	

23501 – 231105D07

63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No Issues	
-----------	---	---	-----------	--

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

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

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

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

23501 – 231105D07

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	22	No Issues	
7	No. of available beds today	22	No Issues	
8	No. of service users booked in today	22	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 – 231105D07

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

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

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

23501 – 231105D07

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ Date 10/10/23	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231105D07

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	X	Not 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	

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	Dry breakfast is provided with 2 meals ready to eat delivered daily. No Issues	
11	Drinking water available	√	No Issues	

23501 – 231105D07

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

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

23501 – 231105D07

3 Photos of Premises

Fire Extinguishers

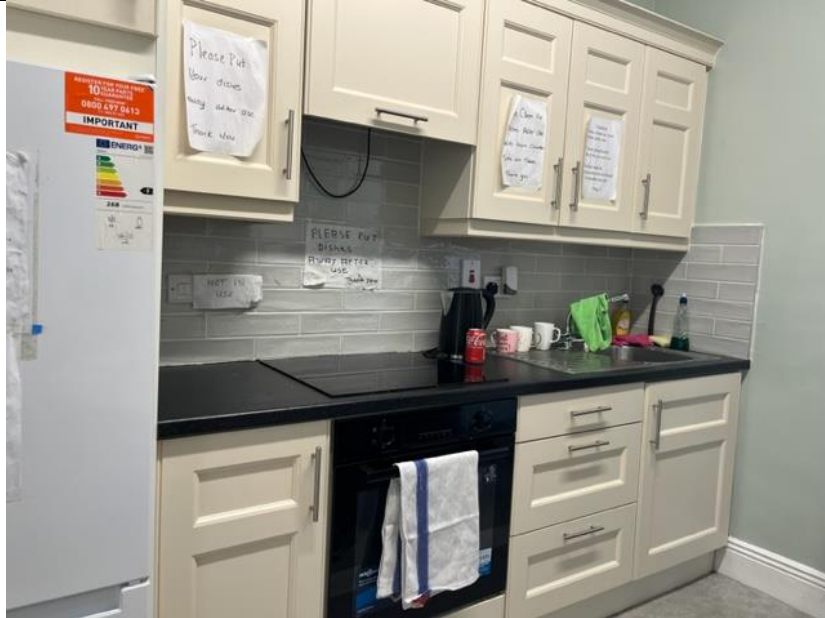


Fire Panel





Kitchen



Laundry Facility



Bedroom



Bathroom





23501 – 231105D07

4 Conclusions

4.1.1 Inspectors Comments

Property 231105D07 is in very good condition and maintained to a high standard.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Defibrillator to be bought for the property.

4.1.3 Actions Concluded

The following actions have been concluded:

- The action above is still outstanding however the service provider is aware of it and working towards rectifying them.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231106D07

14th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231106D07 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 14th November 2023

Property Description: Property 231106D07 is a 3-story property with 27 bedrooms consisting of single, doubles and triple bedrooms. All rooms are ensuite. The current capacity is 60 service users, property is designated for males only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231106D07

Date: 14th November 2023

Inspector: B

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

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

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

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	Numbers agreed with DCC in advance. Single, doubles and triple bedrooms. Capacity for 60 service users. 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	

23501 – 231106D07

26	Any breakages noted generally	X	No Issues	
----	-------------------------------	---	-----------	--

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

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

23501 – 231106D07

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

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

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	

23501 – 231106D07

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues Detailed records in place	
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	√	Fault showing on fire panel. System remains in working order and a new part will be fitted within days. 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	√ 07/11/23	No Issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√	No Issues	

23501 – 231106D07

63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No Issues	
-----------	---	---	-----------	--

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

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

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

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

23501 – 231106D07

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	60	No Issues	
7	No. of available beds today	60	No Issues	
8	No. of service users booked in today	60	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	N/A	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House Rules in place	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Entrance manned 24/7. Phone app used. No Issues	
15	Complaints and feedback system in place	√	No Issues	



23501 – 231106D07

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

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

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

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

THEME 2 – STAFF				
Number	Item		Comments/Remarks	Actions
22	Staff easily identifiable with name badges in use	✓	No Issues Lanyard worn with fire warden duties	
23	Staff well presented, informed and helpful	✓	No Issues	
24	Staff interaction with residents professional and friendly	✓	No Issues	
25	Facility has a documented complaints policy and log	✓	No Issues	

23501 – 231106D07

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	A part is required and will be fitted within days. Does not affect the system working.	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	

23501 – 231106D07

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	
-----------	---	---	-----------	--

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

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

23501 – 231106D07

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

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

3 Photos of Premises

Fire Extinguishers



Defibrillator



23501 – 231106D07

Dining Area



Fire Panel





23501 – 231106D07



Bedroom



Bathroom





23501 – 231106D07

4 Conclusions

4.1.1 Inspectors Comments

Property 231106D07 is in good condition and appears to be well maintained. There are 28 bedrooms consisting of single, doubles and triple bedrooms, all rooms are ensuite. Current capacity of 60 service users, property is designated for males only. Manager of this facility has a very well organised system and record keeping.

4.1.2 Actions of the Property

There are no further actions for this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231116D09

16th November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231116D09 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 16TH November 2023

Property Description: Property 231116D09 is a family residence, housing 70 in 15 units, accommodating families numbers between 3 and 10 people. It was recently renovated to an exceptionally high standard with excellent facilities for service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231116D09

Date: 16th November 2023

Inspector: C

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

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

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 15 family units between 3 and 10 persons	
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	

23501 – 231116D09

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

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

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

23501 – 231116D09

37	Sufficient numbers of washers and dryers available.	✓	No Issues	
38	Any repair issues	X	No Issues	

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

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

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

23501 – 231116D09

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	✓	No Issues	
58	Fire alarm, (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	
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 18/10/23	



23501 – 231116D09

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues Diary and Dashboard system for recording and tracking issues.	

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

23501 – 231116D09

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	70	No Issues	
7	No. of available beds today	4	No Issues	
8	No. of service users booked in today	66	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	4	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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

23501 – 231116D09

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	✓	No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	✓	No Issues Salesforce	
15	Complaints and feedback system in place	✓	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	✓	No Issues	
17	Vacancies returned within 24 hours at correct times	✓	No Issues	

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

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

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

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

23501 – 231116D09

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓ 18/10/23	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	

23501 – 231116D09

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

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

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



23501 – 231116D09

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

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

23501 – 231116D09

3 Photos of Premises

Evacuation Plan



Fire Panel



23501 – 231116D09

Kitchen



Laundry Facility





Bedroom



Playground





23501 – 231116D09

4 Conclusions

4.1.1 Inspectors Comments

Property 231116D06 was recently renovated to an exceptionally high standard with excellent facilities for service users. All documentation in order and up to date. No issues with this premises.

4.1.2 Actions of the Property

There are no further actions from this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231117D02

04th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231117D02 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 04th December 2023

Property Description: Property 231117D02 is a property operating since September this year and is not at capacity at the moment. It is a family facility with 92 units available.

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: 231117D02

Date: 04th December 2023

Inspector: B

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

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

23501 – 231117D02

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	This property has 92 family units for families ranging in size from 3 to 11
19	No. of rooms decommissioned because of maintenance issues, why and for how long	1	Small repairs required	
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	



23501 – 231117D02

26	Any breakages noted generally	X	No Issues	
----	-------------------------------	---	-----------	--

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All family units have own ensuite	
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	√	3 washers and 3 driers All industrial and there is space for additional machines if required.	
35	Roster or straightforward system for access in place for all residents	√	No Issues	
36	CCTV in place in the laundry area	√	No Issues	
37	Sufficient numbers of washers and dryers available.	√	No Issues	
38	Any repair issues	X	No Issues	

23501 – 231117D02

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No commercial kitchen onsite	
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 There are 9 kitchen areas for residents' use. Fully equipped.	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	
49	Lighting bright and fittings in good repair	√	No Issues	

23501 – 231117D02

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	None to date	EHO Inspection Report to be reviewed
53	Suitable utensils and cookware available	√	No Issues	
54	Dishwasher/s available	√	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	√	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	√ 18/9/23	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√ 9/23	No Issues	
60	Fire drill done in the last Quarter and date	√ 21/11/23	No Issues Bell test weekly	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√	No Issues	

23501 – 231117D02

		17/11/23		
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√ 7/10/23	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√ 1/10/23	No issues	

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

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

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

23501 – 231117D02

3	Cleaning products available to service users	X	Support if required	
4	Laundry facility available to service users	√	No Issues	
5	Sanitising schedule in place and records available	√	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	338	No Issues	
7	No. of available beds today	333	No Issues	
8	No. of service users booked in today	270	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	5 Yes	Reported to DHRE	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
12	Child Safeguarding Statement completed and displayed, where applicable.	√	No Issues	
13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Entry and exit not tracked No curfew in place. No Issues	
15	Complaints and feedback system in place	√	No Issues	



23501 – 231117D02

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

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

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

23501 – 231117D02

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		
-----------	--	---	--	--

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

23501 – 231117D02

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ 21/11/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231117D02

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issues Meals arrive at facility ready-made, or residents can prepare their own	
11	Drinking water available	√	No Issues	

23501 – 231117D02

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

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

23501 – 231117D02

3 Photos of Premises

Fire Extinguishers



Fire Panel



23501 – 231117D02

Kitchen



Laundry Facility



23501 – 231117D02

Bedroom



Bathroom





23501 – 231117D02

4 Conclusions

4.1.1 Inspectors Comments

Property 231117D02 is operating since September this year and is not at capacity at the moment. Residents can avail of meals ready made and arriving at the property or can prepare their own at 9 kitchen bays on site. This is an old building that is well maintained and spacious. The staff have a good knowledge of property and operations.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- A defibrillator is on order from DCC.
- EHO Inspection Report to be reviewed.
- One room reported to DHRE for minor repairs.

4.1.3 Actions Concluded

The following actions have been concluded:

- A defibrillator has been ordered by management, waiting on the delivery of the defibrillator.
 - EHO inspection report is under review.
 - Work is not fully complete on the minor repairs however the service provider is aware of it and working towards rectifying the above actions.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231118D02

04th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231118D02 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 04th December 2023

Property Description: Property 231118D02 was recently refurbished, it is a family facility with 6 family units available. A complete refurbishment and remodelling have just been completed and the facility is currently unoccupied.

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: 231118D02

Date: 04th December 2023

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	√	No Issues	This property has 6 family units.
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0	The units are unoccupied at the moment	
20	Furnishings (including beds) fit for purpose and in good repair	√	No Issues Window fittings such as blinds are ready to be fitted as soon as the units are to be occupied.	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No Issues	
23	Free Wi-Fi available	√	No Issues	

23501 – 231118D02

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	All family units have own bathroom.	
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	√	3 washers and 3 driers All industrial and there is space for additional machines if required. This is shared with adjacent property.	
35	Roster or straightforward system for access in place for all residents	√	No Issues	
36	CCTV in place in the laundry area	√	No Issues	

23501 – 231118D02

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

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	No Issues This is shared with adjacent property.	
40	CCTV in place to cover the area/area monitored	√	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No commercial kitchen onsite	
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 Access to adjacent property.	

23501 – 231118D02

			There are 9 kitchen areas for residents' use. Fully equipped.	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	
49	Lighting bright and fittings in good repair	√	No Issues	
50	CCTV in place to cover the area/area monitored	√	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No Issues	
52	Most recent EHO inspection report available if applicable	X	None to date	
53	Suitable utensils and cookware available	√	No Issues	
54	Dishwasher/s available	√	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	√	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	√ 18/9/23	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√ 9/23	No Issues	

23501 – 231118D02

60	Fire drill done in the last Quarter and date	√ N/A	No Issues Unoccupied at present	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√ 17/11/23	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√ 7/10/23	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√ 1/10/23	No issues	

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

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

23501 – 231118D02

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

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

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

23501 – 231118D02

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Entry and exit not tracked. No curfew in place. No Issues	
15	Complaints and feedback system in place	√	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No Issues	
17	Vacancies returned within 24 hours at correct times	√	No Issues	

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

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

23501 – 231118D02

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ N/A	No Issues	
31	How often are fire drill conducted on site?	Quarterly	Planned to do quarterly when residents arrive	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231118D02

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issues Meals will arrive at adjacent facility readymade or residents can prepare their own	



23501 – 231118D02

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

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

3 Photos of Premises

Fire Extinguishers



Outdoor



23501 – 231118D02

Fire Alarm



Bedroom 1

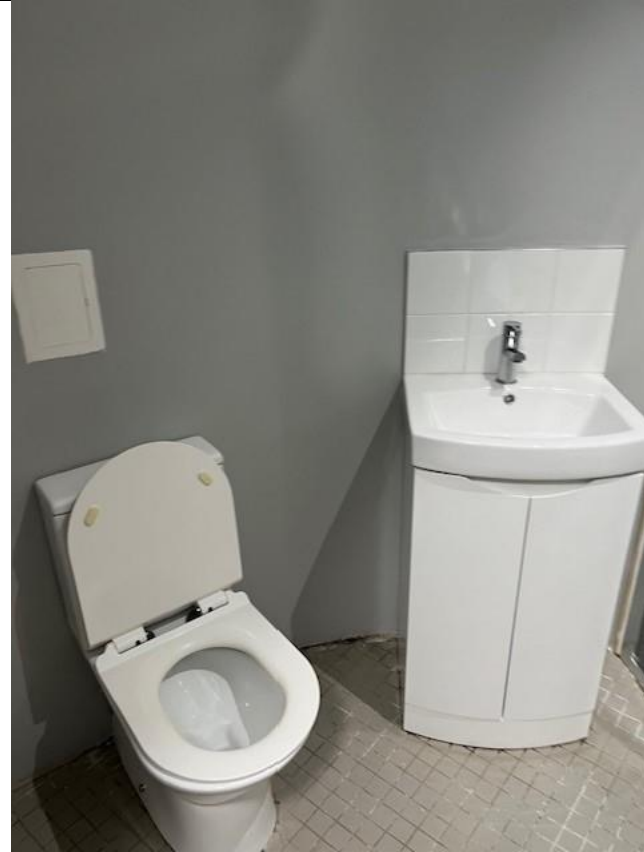


23501 – 231118D02

Bedroom 2



Bathroom





23501 – 231118D02

4 Conclusions

4.1.1 Inspectors Comments

Property 231118D02 is a recently refurbished property. The catering, laundry facilities and communal areas will be easily accessed with an adjacent property under the same management. Residents can avail of meals ready made and arriving at the property or can prepare their own at 9 kitchen bays on site. Window fittings such as blinds are ready to be fitted as soon as the units are to be occupied. This is a modern facility.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- EHO inspection report to be prepared.
- Cleaning products to be prepared.
- Defibrillator to be prepared on site – order from DCC.

4.1.3 Actions Concluded

The following actions have been concluded:

- A defibrillator has been ordered by management, waiting on the delivery of the defibrillator.
 - EHO inspection report is under review.
 - Cleaning products have been provided and are accessible.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231119D01

28 November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231119D01 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 28th November 2023

Property Description: Property 231119D01 was refurbished in 2023. Property is a 4-story property with 42 bedrooms, 40 rooms are ensuite. The property is designated for males only. The current capacity for 172 service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231119D01

Date: 28th November 2023

Inspector: A

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

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

23501 – 231119D01

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

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

23501 – 231119D01

25	Number of DAC bedrooms per facility	0	No DAC bedrooms	
26	Any breakages noted generally	X	No issues	

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

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

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

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

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

23501 – 231119D01

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, (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 16/10/2023. Emergency lighting last serviced on 20/09/2023. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 01/10/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 15/11/2023. No issues	



23501 – 231119D01

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

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

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

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

23501 – 231119D01

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	172	No issues	
7	No. of available beds today	3	3 booked in. No issues	
8	No. of service users booked in today	169	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	0	No issues	
11	No. of official complaints received on file and verified with DRHE	0	No issues	

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

23501 – 231119D01

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Fingerprint system in use. No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES

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

THEME 2 – STAFF

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

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

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

23501 – 231119D01

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	1	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 15/11/2023	
31	How often are fire drill? conducted on site?	√	Quarterly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced 01/10/2023. No issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

23501 – 231119D01

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	169 X 3	No issues	
11	Drinking water available	√	No issues	



23501 – 231119D01

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

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

23501 – 231119D01

3 Photos of Premises

Fire Extinguishers



Fire Panel



Emergency Lighting



Laundry Facility





Bedroom



Bathroom





23501 – 231119D01

4 Conclusions

4.1.1 Inspectors Comments

Property 231119D01 was refurbished in 2023, this is it's first inspection thus no previous issue raised. Property is in good condition, no issues.

4.1.2 Actions of the Property

There are no further actions of this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231120W23

10TH November 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231120W23 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 10TH November 2023

Property Description: Property 231120W23 was refurbished in 2022. Property is a 1-story property with 13 bedrooms and all bedrooms are ensuite. Current capacity for 36 service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231120W23

Date: 10TH November 2023

Inspector: A

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

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

23501 – 231120W23

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

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



23501 – 231120W23

25	Number of DAC bedrooms per facility	0	No DAC bedrooms	
26	Any breakages noted generally	X	No issues	

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

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

23501 – 231120W23

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

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

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

23501 – 231120W23

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, (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 02/10/2023. Emergency lighting last serviced on 02/10/2023. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 02/2023. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on 25/09/2023. No issues	



23501 – 231120W23

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	N/A	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

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

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

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	36	No issues	
7	No. of available beds today	0	No issues	
8	No. of service users booked in today	36	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	0	No issues	
11	No. of official complaints received on file and verified with DRHE	0	No issues	

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

23501 – 231120W23

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	No issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Tracked manually. No issues	
15	Complaints and feedback system in place	√	No issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No issues	
17	Vacancies returned within 24 hours at correct times	√	No issues	

THEME 2 – SUPPORT SERVICES

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

THEME 2 – STAFF

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

23501 – 231120W23

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

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

23501 – 231120W23

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	18	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 25/09/2023	
31	How often are fire drill conducted on site?	√	Quarterly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced 02/2023. No issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

23501 – 231120W23

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

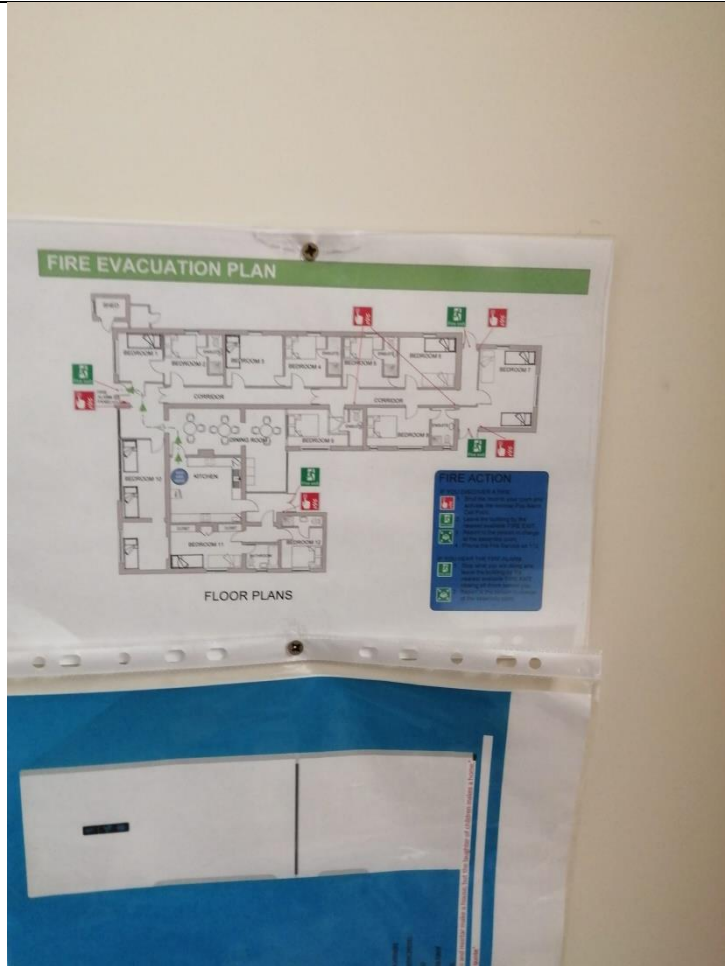
THEME 3 – H&S, Food Service and Infection Control				
Number	Item		Comments/Remarks	Actions
4	Correct procedure followed for critical incidents	√	No issues	
5	First aid box on site and fully stocked	√	No issues	
6	Naloxone on site and record of any administration of this intervention	N/A	No issues	
7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

23501 – 231120W23

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

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

Fire Evacuation Plan



Laundry Facility





Bedroom



Bathroom





23501 – 231120W23

4 Conclusions

4.1.1 Inspectors Comments

Property 231120W23 is a new property. Property is designated for families only. It is a well-run property with current occupancy of 36 service users.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- No defibrillator on site on day of inspection.

4.1.3 Actions Concluded

The following actions have been concluded:

- The defibrillator has been ordered for the property by the manager, waiting for it to be delivered to the property.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231210D08

18th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231210D08 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 18th December 2023

Property Description: Property 231210D08 informed that the property was 60 years old but was refurbished over 2019. Property consists of 2 floors, with 24 rooms. Capacity of 48 service users and all rooms are ensuite. There are 24 beds consisting of double beds. Property is allocated to couples only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231210D08

Date: 18th December 2023

Inspector: C

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

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

23501 – 231210D08

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

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



23501 – 231210D08

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

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	

23501 – 231210D08

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

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

23501 – 231210D08

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	✓		
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 28/11/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

23501 – 231210D08

	system inclusive of any storage tanks and pipework			
--	--	--	--	--

THEME 1 - MAINTENANCE				
Number	Item		Comments/Remarks	Actions
65	Weekly log of maintenance check of full building completed and DCC notified of any issues	✓	No Issues All logged on own software BOS (Back office solution)	

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	24 doubles	No Issues	
7	No. of available beds today	1	No Issues	
8	No. of service users booked in today	46	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	Due to fire	
10	No. of no shows/vacancies today	1	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 – 231210D08

17	Vacancies returned within 24 hours at correct times	✓	No Issues	
----	---	---	-----------	--

THEME 2 – SUPPORT SERVICES

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

THEME 2 – STAFF

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

23501 – 231210D08

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

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

23501 – 231210D08

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	

23501 – 231210D08

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	
-----------	---	---	-----------	--

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

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

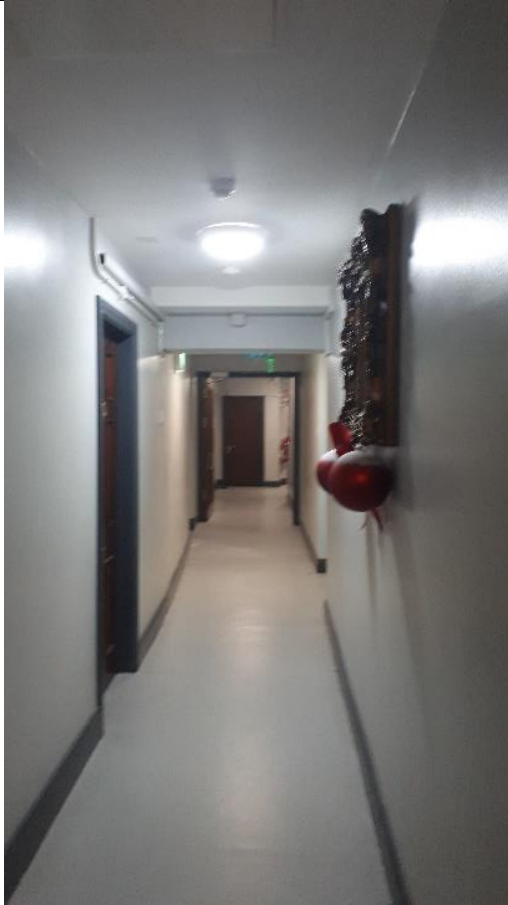
THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	✓	3 meals provided daily, 1 hot dinner, 1 soup plus sandwich, dry foods. Hot meals delivered	
11	Drinking water available	✓	No Issues	
12	Dietary requirements catered for, allergens on display	✓	No Issues	
13	HACCP system in use and up to date	✓	No Issues	
14	Weekly and monthly menus available and in use	✓	No Issues Weekly	
15	Last EHO report available if applicable	X	No Issues	

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

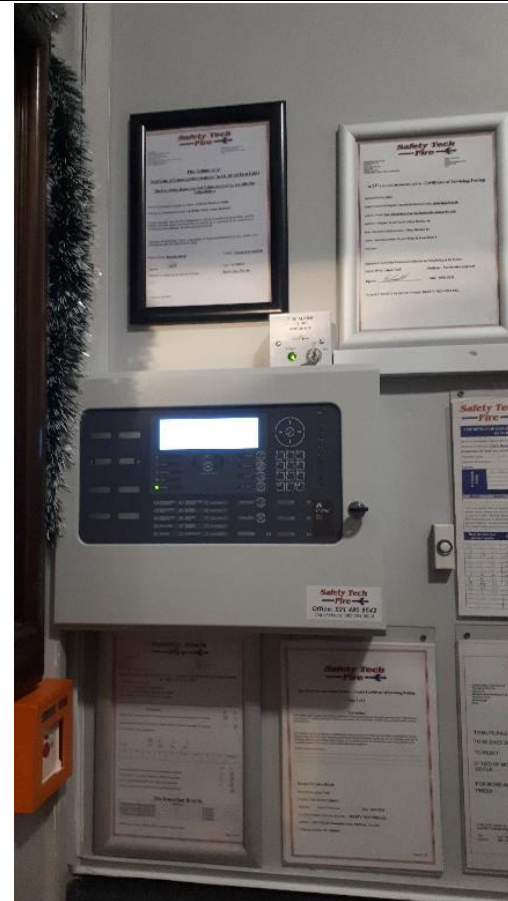
23501 – 231210D08

3 Photos of Premises

Corridor



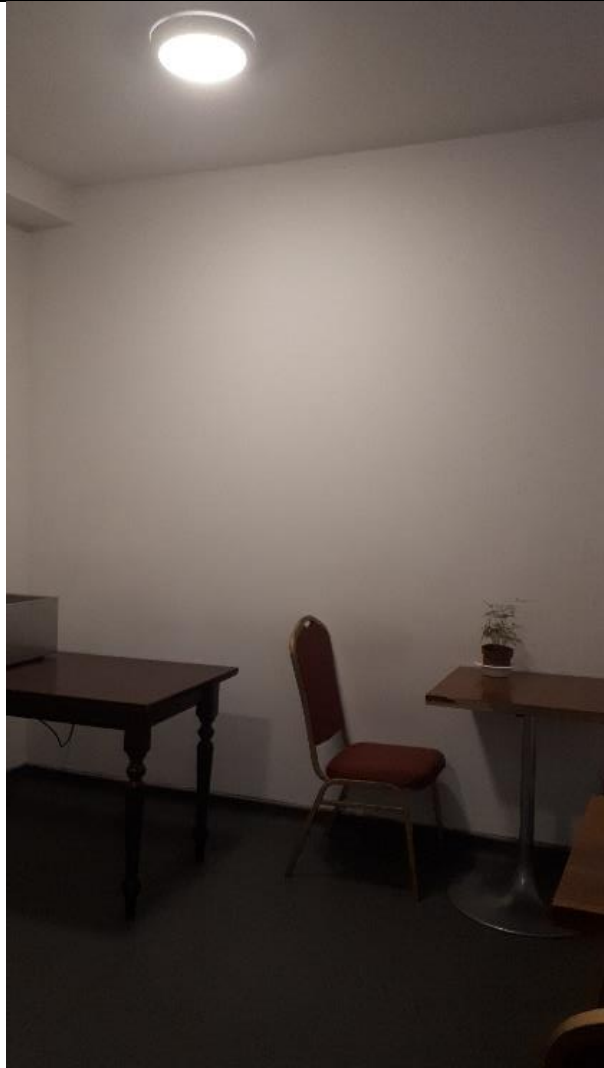
Fire Panel





23501 – 231210D08

Kitchen



Laundry Facility





23501 – 231210D08



Bedroom



Bathroom





23501 – 231210D08

4 Conclusions

4.1.1 Inspectors Comments

Property 231210D08 is a friendly residence for couples, clean and well-maintained. All documentation is in order. The facility uses its own software BOS, it's very effective and efficient. There are no issues with this facility.

4.1.2 Actions of the Property

There is no further action of this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231211D09

08th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231211D09 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: A

Date: 08TH December 2023

Property Description: Property 231211D09 was refurbished in 2018. Property is a 3-story property with 43 bedrooms and all rooms are ensuite. Current capacity for 140 service users.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231211D09

Date: 08th December 2023

Inspector: A

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

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

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

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



23501 – 231211D09

24	Automatically locking Window restrictors and passive ventilation in all bedrooms	√	No issues	
25	Number of DAC bedrooms per facility	2	No issues	
26	Any breakages noted generally	X	No issues	

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

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

23501 – 231211D09

35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	2 washers and 2 dryers. No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA

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

23501 – 231211D09

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	Fire Safety Register in place. Relevant information recorded. No issues	
58	Fire alarm, (I.S. 3218: 2013) emergency lighting (I.S.3217) serviced and in working order and	√	Fire alarm last serviced on 06/11/2023.	

23501 – 231211D09

	periodic inspection certs up to date (Quarterly) and recorded in the Fire Register		Emergency lighting last serviced on 24/11/2023. No issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√	Fire extinguishers last serviced on 04/23. No issues	
60	Fire drill done in the last Quarter and date	√	Conducted quarterly. Last fire drill held on No issues	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No issues	
62	Gas service records ex. RGI Cert	√	No issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√	No issues	

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

23501 – 231211D09

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

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	140	No issues	

23501 – 231211D09

7	No. of available beds today	25	Families in rooms. No issues	
8	No. of service users booked in today	110	No issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No issues	
10	No. of no shows/vacancies today	5	No issues	
11	No. of official complaints received on file and verified with DRHE	0	No issues	

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



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

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

23501 – 231211D09

	<ul style="list-style-type: none"> • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√ √	No issues No issues No issues	
--	--	------------	-------------------------------------	--

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No issues	
28	Appropriate number of carbon monoxide alarms on site and operational	60	No issues	
29	Sufficient levels of trained staff on site as required	√	No issues	

23501 – 231211D09

30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No issues 23/09/2023	
31	How often are fire drill conducted on site?	√	Quarterly. No issues	
32	Are there adequate fire escape route finder plans in the property?	√	No issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	Last serviced 04/2023. No issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No issues	

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	140 X 2	No issues	
11	Drinking water available	√	No issues	
12	Dietary requirements catered for, allergens on display	√	No issues	
13	HACCP system in use and up to date	√	No issues	
14	Weekly and monthly menus available and in use	√	Weekly. No issues	



23501 – 231211D09

15	Last EHO report available if applicable	√	No issues	
-----------	---	---	-----------	--

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

23501 – 231211D09

3 Photos of Premises

Fire Extinguishers



Fire Panel



Emergency Lighting



Laundry Facility



Bedroom



Childrens Area





23501 – 231211D09

4 Conclusions

4.1.1 Inspectors Comments

Property 231211D09 all issues from last year's reports are now closed out. Property is designated for families only. It is a well-run property with current occupancy of 110 service users.

4.1.2 Actions of the Property

No further action is required from this property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231212D09

05th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231212D09 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 05TH December 2023

Property Description: Property 231212D09 is a well-run property which caters for single men. There are 18 rooms with capacity for single, double and triple capacity. Currently residing 39 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: 231212D09

Date: 05th December 2023

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	

23501 – 231212D09

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

THEME 1 – BEDROOMS				
Number	Item		Comments/Remarks	Actions
18	Appropriate number of people assigned to each room	√	2 singles, 9 doubles and 7 triples	
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	



23501 – 231212D09

26	Any breakages noted generally	X	No Issues	
----	-------------------------------	---	-----------	--

THEME 1 – BATHROOMS				
Number	Item			Actions
27	Number of bathrooms shared	5/6	Bathrooms are assigned to 2/3 rooms with plenty of capacity.	
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	√	1 washer and 1 drier	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	No issues	
38	Any repair issues	X	No issues	

23501 – 231212D09

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

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

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

23501 – 231212D09

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	None to date	
53	Suitable utensils and cookware available	√	No Issues	
54	Dishwasher/s available	X	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	√	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	√ 20/9/23	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√ May 2023	No Issues	
60	Fire drill done in the last Quarter and date	√ Monthly 27/11/23	No Issues Bell test weekly	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	

23501 – 231212D09

62	Gas service records ex. RGI Cert	√	Held in main office of this group	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	√ 30/4/20	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	√ 19/4/23	No issues	

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

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

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

23501 – 231212D09

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

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

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



23501 – 231212D09

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

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

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

23501 – 231212D09

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ 27/11/23	No Issues	
31	How often are fire drill conducted on site?	Monthly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231212D09

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

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

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



23501 – 231212D09

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

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

23501 – 231212D09

3 Photos of Premises

Fire Extinguishers



Fire Panel



23501 – 231212D09

Defibrillator



Laundry Facility



Bedroom



Kitchen Area





23501 – 231212D09

4 Conclusions

4.1.1 Inspectors Comments

Property 231212D09 is a well-run property which caters for single men. There are 18 rooms with capacity for single, double, and triple capacity. Residents are provided with 3 meals daily. Sandwiches for lunch are prepared on site with dinner being delivered ready to eat. There are not outstanding issues at this property currently.

4.1.2 Actions of the Property

There are no further actions of the Property.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231215D08

05TH December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231215D08 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 05TH December 2023

Property Description: Property 231215D08 is a facility for single women. There are 21 rooms with double and triple occupancy totalling 48 capacities.

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: 231215D08

Date: 05th December 2023

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	√	Triple or Double Occupancy	This property has 6 family units.
19	No. of rooms decommissioned because of maintenance issues, why and for how long	0		
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	

23501 – 231215D08

25	Number of DAC bedrooms per facility	0	No Issues	
26	Any breakages noted generally	X	No Issues	

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

THEME 1 – LAUNDRY				
Number	Item		Comments/Remarks	Actions
34	Suitable Laundry facilities available on site and all equipment confirmed in working order	√	2 washers and 2 driers	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	
37	Sufficient numbers of washers and dryers available.	√	No issues	
38	Any repair issues	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	X	Residents use street outside entrance.	
40	CCTV in place to cover the area/area monitored	√	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No commercial kitchen onsite	
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	√	Small communal kitchen that residents may use.	
48	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	

23501 – 231215D08

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	√ 18/9/23	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√ 9/23	No Issues	
60	Fire drill done in the last Quarter and date	√ 04/10/23	No Issues Bell test weekly	

23501 – 231215D08

61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√ 28/02/23	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	X	To be provided in first qtr 2024	

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	√ 11/23	No issues	

THEME 1 - MAINTENANCE

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

THEME 1 - GOOD NEIGHBOURHOOD POLICY

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

23501 – 231215D08

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	48	No Issues	
7	No. of available beds today	48	No Issues	
8	No. of service users booked in today	48	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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

23501 – 231215D08

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Residents sign in and out. No curfew in place. No Issues	
15	Complaints and feedback system in place	√	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No Issues	
17	Vacancies returned within 24 hours at correct times	√	No Issues	

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

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

23501 – 231215D08

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	√ √ √ √ √ √ √ √		
-----------	--	--	--	--

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

23501 – 231215D08

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ NA 4/10/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231215D08

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	0	No Issues Small domestic kitchen that residents can use to prepare own meals	
11	Drinking water available	√	No Issues	

23501 – 231215D08

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

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

23501 – 231215D08

Corridor



Laundry Facility



Bedroom



Bathroom





23501 – 231215D08

4 Conclusions

4.1.1 Inspectors Comments

Property 231215D08 is well maintained and in good condition. The maintenance manager was very professional, and he and the staff are well informed.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- The manager is sourcing electrical cert and to be provided in Quarter 1 2024.

4.1.3 Actions Concluded

The following actions have been concluded:

- The above certs that were outstanding have now been provided and verified.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231216D02

18th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231216D02 – Final

- 1 Introduction..... 1**
- 1.1 Overview..... 1**
- 1.2 Inspection Details..... 2**
- 1.3 EOBA’S APPROACH 2**
- 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 18th December 2023

Property Description: Property 231216D02 is operating as a homeless facility since October of this year 2023. The rooms have occupancy for 2s, 4s, and 6s and caters for single men only.

Please see photos in section 3

1.3 EOBA'S Approach

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

EOBA understands the objectives of the Framework ensures the following

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

1.4 EOBA's Methodology

Inspections are undertaken by a multi-disciplined team.

This is to ensure:

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

2 Site Inspection Checklist

Inspection Checklist

Location: 231216D02

Date: 18th December 2023

Inspector: B

THEME 1 – BUILDING STANDARDS				
Number	Item		Comments/Remarks	Actions
1	Overall condition of the premises	√	The first floor of the building is undergoing considerable construction work.	
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	√	There is room occupancy of 2s, 4s and 6s. No Issues	
19	No. of rooms decommissioned because of maintenance issues, why and for how long	24	Due to construction on first floor	
20	Furnishings (including beds) fit for purpose and in good repair	√	No Issues	
21	Mattresses must be washable and breathable type i.e. hospital type mattress	√	No Issues	
22	Televisions provided in rooms with reasonable choice channels available for the client base being accommodated.	√	No Issues	
23	Free Wi-Fi available	√	No Issues	

23501 – 231216D02

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	0	Most rooms have an ensuite. A small number of rooms share a bathroom which is designated for 2/3 rooms. No Issues	
28	Number of DAC bathrooms per facility	0	No Issues	
29	Wall finishing's and floors clean and in good repair with no sign of mould	√	Shower curtains are required for a number of rooms and are on order. No Issues	
30	Shower, toilet and sink in good repair and in working order (hot and cold water)	√	No Issues	
31	Openable window and/or mechanical ventilation in place	√	No Issues	
32	Heat source present in the bathroom i.e radiator, heated towel rail or Bathroom Fan Heater.	√	No Issues	
33	Any breakages	X	No Issues	

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

23501 – 231216D02

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 commercial washers and driers currently in service and another ready to be commissioned. No Issues	
38	Any repair issues	X	No Issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	√	There is an awning on order for extra shelter in this 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	

23501 – 231216D02

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

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	23.05.23 04.10.23	No Issues	Fire alarm overdue for service Emergency Lighting overdue for service
59	Fire equipment serviced and in working order and periodic inspection certs up	13.05.23	No Issues	

23501 – 231216D02

	to date (Annually) and recorded in the Fire Register			
60	Fire drill done in the last Quarter and date	X	Scheduled for 28/12/23	Fire drill scheduled for 28.12.2023
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	X	Currently being revised to include remodelling with construction works	
62	Gas service records ex. RGI Cert	11.04.23	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	04.10.23	No Issues	

THEME 1 - WATER TANKS				
Number	Item		Comments/Remarks	Actions
64	Cleaning and service schedule for water tanks in place and up to date Annual Certificate of disinfection for the buildings water storage system inclusive of any storage tanks and pipework	19.06.23	No Issues	

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

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

23501 – 231216D02

67	Evidence of managing issues arising available for review	√	No Issues	
-----------	--	---	-----------	--

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	99	No Issues	
7	No. of available beds today	99	No Issues	
8	No. of service users booked in today	80	80 booked in at time of visit. It is envisaged that this will reach capacity. No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

23501 – 231216D02

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

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

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

23501 – 231216D02

	(only required for Family PEA's at present)			
21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓	All essential training is a priority at the moment as the facility is new in operation.	

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

23501 – 231216D02

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	√	Faults showing due to construction on first floor at the moment. When construction work finishes each evening the panel is reset.	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√	No Issues	
			Date scheduled for 28/12/23	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	These are being updated to correspond to new building lay out.	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	Use of NFC tags in all rooms and on fire checks. No Issues	

23501 – 231216D02

34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

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

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

23501 – 231216D02

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

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

3 Photos of Premises

Fire Extinguishers



Fire Panel



23501 – 231216D02

Corridor



Laundry Facility





Bedroom



Bathroom



4 Conclusions

4.1.1 Inspectors Comments

Property 231216D02 is operating as a homeless facility since October 2023. A complete fire drill has not taken place yet and is scheduled for 28th December 2023. Bell test is conducted weekly. The facility is over three floors with considerable construction work taking place on the first floor. This is scheduled to be completed in early Jan 2024. The rooms have occupancy for 2s, 4s, and 6s and caters for single men only. Three meals are served daily. Food arrives prepared and cooked. Use of NFC tags in all rooms and on fire checks allow for an accurate picture of occupancy at all times.

This appears to be a well-run facility being operated by knowledgeable team.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Fire alarm overdue for service
- Emergency Lighting overdue for service
- Fire drill scheduled for 28th December 2023.
- Shower curtains are required for a number of bathrooms and are on order.
- The personal emergency evacuation plan is currently being revised to include remodelling with construction works.

4.1.3 Actions Concluded

The following actions have been concluded:

- Fire drills are now occurring regularly as advised.
 - A new Fire alarm and emergency lighting system has been installed, waiting on the certs from the contractors.
 - The personal emergency evacuation plan is currently being revised to include remodelling with construction works, this is ongoing until the works have been completed.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231216D08

05th December 2023

Prepared by	Eamon O'Boyle and Associates
Date	21 st March 2024
Reference	23501 – 231216D08 – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 13**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: B

Date: 05th December 2023

Property Description: Property 231216D08 is a facility for single men. There's a large area divided for privacy into pods for singles and doubles.

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: 231216D08

Date: 05th December 2023

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	√	This a large area that accommodates 14 bed spaces that are partitioned into privacy areas of 2.	
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	



23501 – 231216D08

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

THEME 1 – BATHROOMS				
Number	Item		Comments/Remarks	Actions
27	Number of bathrooms shared	1	3 toilets and 3 showers that are modern, clean and well maintained.	
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	√	1washer and 1 drier	
35	Roster or straightforward system for access in place for all residents	√	No issues	
36	CCTV in place in the laundry area	√	No issues	

23501 – 231216D08

37	Sufficient number of washers and dryers available.	√	No issues	
38	Any repair issues	X	No issues	

THEME 1 - SMOKING AREA				
Number	Item		Comments/Remarks	Actions
39	Smoking area available within the building or area assigned close to the building	X	Residents use street outside entrance.	
40	CCTV in place to cover the area/area monitored	√	No Issues	

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	No commercial kitchen onsite	
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	√	Small communal kitchen that residents may use.	

23501 – 231216D08

48	Furniture and floor/wall finishing's suitable and in good repair	√	No Issues	
49	Lighting bright and fittings in good repair	√	No Issues	
50	CCTV in place to cover the area/area monitored	√	No Issues	
51	Cleaning schedule in place in compliance with HACCP guidelines	√	No Issues	
52	Most recent EHO inspection report available if applicable	X	None to date	
53	Suitable utensils and cookware available	√	No Issues	
54	Dishwasher/s available	X	No Issues	
55	Any breakages noted generally	X	No Issues	
56	Bin storage facilities - is it safe and appropriate	√	No Issues	

THEME 1 - FIRE COMPLIANCE				
Number	Item		Comments/Remarks	Actions
57	Fire log in place and all relevant information is recorded.	√	No Issues	
58	Fire alarm, (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	√ 18/9/23	No Issues	
59	Fire equipment serviced and in working order and periodic inspection certs up to date (Annually) and recorded in the Fire Register	√ 9/23	No Issues	

23501 – 231216D08

60	Fire drill done in the last Quarter and date	√ 04/10/23	No Issues Bell test weekly	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	√	No Issues	
62	Gas service records ex. RGI Cert	√ 28/02/23	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	N/A	To be provided in first qtr 2024	

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	√ 11/23	No issues	

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

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

23501 – 231216D08

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	14	No Issues	
7	No. of available beds today	14	No Issues	
8	No. of service users booked in today	14	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 – 231216D08

13	Facility Guidelines in place and appropriate for safe and reasonable running of the service	√	House rules in place No Issues	
14	Register of occupants in place and residents entry/exit tracked in an electronic record	√	Residents sign in and out No Issues	
15	Complaints and feedback system in place	√	No Issues	
16	Record available of bookings, no shows, final headcount and returns for previous day	√	No Issues	
17	Vacancies returned within 24 hours at correct times	√	No Issues	

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

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

23501 – 231216D08

21	Key staff trained in: <ul style="list-style-type: none"> • Managing Challenging Behaviour Training (Eg: TCI, CPI, MAPA training) • Fire Warden, as a minimum a fire warden must be on the premises at all times • Suicide Awareness • Intercultural awareness • Equality & Diversity • Safeguarding Vulnerable Adults • Administering Naloxone/overdose treatment • first aid • A minimum of one staff member is available or are planning to undertake NFQ/QQI Level 5/6 in social care or equivalent discipline on duty 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		
-----------	--	--	--	--

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

23501 – 231216D08

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	√	No Issues	
29	Sufficient levels of trained staff on site as required	√	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	√ NA 4/10/23	No Issues	
31	How often are fire drill conducted on site?	Quarterly	No Issues	
32	Are there adequate fire escape route finder plans in the property?	√	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	√	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	√	No Issues	
35	Are all Life Safety Systems fully operational and functioning and service records up to date?	√	No Issues	

23501 – 231216D08

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

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

THEME 3 – FOOD				
Number	Item		Comments/Remarks	Actions
10	No. of meals provided daily, and In compliance with Food Hygiene Legislation	3	No Issues Meals are delivered to facility from another central location.	



23501 – 231216D08

			Small domestic kitchen that residents can use to prepare own meals	
11	Drinking water available	√	No Issues	
12	Dietary requirements catered for, allergens on display	√	No Issues	
13	HACCP system in use and up to date	√	No Issues	
14	Weekly and monthly menus available and in use	√	No Issues	
15	Last EHO report available if applicable	√	No Inspection to date	

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

3 Photos of Premises

Bedroom



Corridor



23501 – 231216D08

Corridor



Corridor



Bedroom



Bathroom





23501 – 231216D08

4 Conclusions

4.1.1 Inspectors Comments

Property 231216D08 is well maintained and in good condition. The maintenance manager was very professional, and he and the staff are well informed. Services and facilities are shared with other properties.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- Manager is sourcing electrical cert.

4.1.3 Actions Concluded

The following actions have been concluded:

- The above certs that were outstanding have now been provided and verified.
-



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

SITE INSPECTION REPORT

231000D01A

09th October 2023

Prepared by	Eamon O'Boyle and Associates
Date	21st March 2024
Reference	23501 – 231000D01A – Final

- 1 Introduction..... 1**
 - 1.1 Overview..... 1**
 - 1.2 Inspection Details..... 2**
 - 1.3 EOBA’S APPROACH 2**
 - 1.4 EOBA’s Methodology 2**
- 2 Site Inspection Checklist 4**
- 3 Photos of Premises 14**
- 4 Conclusions..... 18**

1 Introduction

1.1 Overview

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

The Homeless Accommodation Inspection Service will encompass the following elements:

Building Standards

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

Onsite Facilities

- Housekeeping service
- Laundry
- Sanitising Service

Operational Systems

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

Staff

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

Health & Safety

- Fire Wardens on Duty
- First Aid resources in place

Food Service

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

1.2 Inspection Details

Inspector: C

Date: 09th October 2023

Property Description: Property 231000D01A is a family residence which is linked to another property and therefore share many aspects and facilities, such as dining, laundry and garden are shared. The capacity of this property is 26.

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: 231000D01A

Date: 09th October 2023

Inspector: C

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

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

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

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



23501 –231000D01A

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

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

23501 –231000D01A

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

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

THEME 1 - COMMERCIAL KITCHEN/FOOD SERVICE AREA				
Number	Item		Comments/Remarks	Actions
41	Kitchen and storage areas clean and in good repair	N/A	N/A	
42	Furniture and floor/wall finishing's suitable and in good repair	N/A	N/A	
43	Lighting bright and fittings in good repair	N/A	N/A	
44	CCTV in place to cover the area/area monitored	N/A	N/A	

23501 -231000D01A

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

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

23501 –231000D01A

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	✓	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 25/09/23	
61	Personal Emergency Evacuation Plan in place and all staff aware of the procedure	✓	No Issues Weekly bell test	
62	Gas service records ex. RGI Cert	✓	No Issues	
63	Electrical certificates up to date. RECI (Cert provided of completion of works)	✓	No Issues	

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

23501 –231000D01A

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

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

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

THEME 2 – OPERATIONAL SYSTEMS				
Number	Item		Comments/Remarks	Actions
6	No. of available beds as per agreement with DCC	23	No Issues	

23501 –231000D01A

7	No. of available beds today	0	No Issues	
8	No. of service users booked in today	23	No Issues	
9	No. of beds unavailable, have these been reported to the DRHE	0	No Issues	
10	No. of no shows/vacancies today	0	No Issues	
11	No. of official complaints received on file and verified with DRHE	0	No Issues	

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



23501 –231000D01A

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

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

23501 –231000D01A

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

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

23501 –231000D01A

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

THEME 2 – FIRE SAFETY ON SITE AT TIME OF INSPECTION				
Number	Item		Comments/Remarks	Actions
27	Fire Alarm showing any faults	X	No Issues	
28	Appropriate number of carbon monoxide alarms on site and operational	✓	No Issues	
29	Sufficient levels of trained staff on site as required	✓	No Issues	
30	Emergency evacuation plan in place and staff are fully aware of their roles and responsibilities in the event of an emergency. Last time a fire drill was conducted	✓	No Issues	
31	How often are fire drill conducted on site?	✓	No Issues Monthly	
32	Are there adequate fire escape route finder plans in the property?	✓	No Issues	
33	Are all Fire Safety checks being conducted, as required by staff members, as required?	✓	No Issues	
34	Are all fire extinguishers present and serviced up to date? (Standard I.S. 291:2015+A1:2022)	✓	No Issues	

23501 –231000D01A

35	Are all Life Safety Systems fully operational and functioning and service records up to date?	✓	No Issues	
-----------	---	---	-----------	--

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

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

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

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

23501-231000D01A

3 Photos of Premises

Emergency Escape Plan



Laundry Facility





23501 -231000D01A

Bedroom



Dining Room





23501-231000D01A

4 Conclusions

4.1.1 Inspectors Comments

Property 231000D01A has separate documentation such as fire logs are held for each building. This is a well-run and maintained facility with a friendly family atmosphere.

4.1.2 Actions of the Property

Actions from the site inspection that need to be addressed:

- 1 machine for repair

4.1.3 Actions Concluded

The following actions have been concluded:

- The above washing machine out of service has now been repaired.
-