



# BRIEFING

## Bespoke accommodation options for managed isolation

<b>Date:</b>	17 December 2020	<b>Priority:</b>	High
<b>Security classification:</b>		<b>Tracking number:</b>	2021-1717

Action sought		
	Action sought	Deadline
Hon Hipkins Minister for Covid-19 Response	<b>Note</b> the contents of this briefing  <b>Discuss</b> this briefing with officials in the New Year	5 February 2021

Contact for telephone discussion (if required)			
Name	Position	Telephone	1st contact
Privacy of natural persons	Policy Director, MIQ Policy	Privacy of natural persons	✓
	Principal Advisor, MIQ Policy		

The following departments/agencies have been consulted

Minister's office to complete:

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

Comments



# BRIEFING

## Title

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## Purpose

This briefing provides advice as requested on bespoke accommodation options for managed isolation and quarantine (MIQ), following a proposal from NZ Apples and Pears to set up a dedicated MIQ facility at The Angus Inn for workers employed under the Recognised Seasonal Employers scheme (RSE workers). Specifically, it provides:

- an overview of the spectrum of bespoke arrangements that could be explored
- a high-level outline of the benefits, issues and risks presented by bespoke arrangements
- an initial assessment of the proposal from NZ Apples and Pears (The Angus Inn proposal).

## Executive summary

There is growing interest from industry groups, private companies and others in the establishment of bespoke MIQ facilities to increase the number of people entering New Zealand to alleviate the economic and social pressures caused by COVID-19 border closures. Some iwi are also keen to set up MIQ facilities for their whānau returning from overseas.

Bespoke approaches have been used to some extent already to accommodate sports teams and their training requirements. This has involved small adaptations to the current MIQ model, including larger bubble sizes and access to training facilities. However, some of the bespoke arrangement proposals received to date differ more substantially: from the use of different types of accommodation for key groups, through to privately-run facilities with government oversight.

The feasibility of introducing bespoke arrangements and the benefits they could deliver for New Zealand will differ depending on the outcomes sought, and how far the Government may be prepared to move away from current MIQ settings. For example, bespoke approaches have the potential to increase flows of people through the border with little or no cost to the Crown. They may also enable arrangements that provide a differentiated experience that better meets the cultural or other needs of particular groups, such as returning iwi or high-net worth/high profile individuals, than the current 'one-size-fits-all' MIQ approach.

That said, introducing bespoke arrangements gives rise to range of complex policy and operational issues that would take considerable time to be worked through. These issues include:

- accommodation arrangements: ensuring the key requirements needed to prevent transmission of COVID-19 within facilities, and to the wider community, are met, and ensuring the safety, security and wellbeing of guests;
- workforce constraints and the need to provide wraparound services;
- the role Government might play across the spectrum of bespoke options;
- funding considerations; and
- equity considerations for different types of bespoke arrangements.

The proposal from NZ Apples and Pears goes some way in identifying and addressing a number of the issues above, particularly from an infection prevention and control (IPC) perspective, but still requires significant work to explore the full implications before recommendations could be made on its overall feasibility.

Given the issues required to be addressed, there may be other more appropriate levers that could deliver the outcomes sought (e.g. throughput and capacity) in the short-to-medium term. For example, about 40 percent of space in MIQ will be 'freed up' from a quarantine-free travel arrangement with Australia. Depending on decisions made about the use of that capacity, this may reduce the demand for bespoke arrangements from industry and other groups.

In the longer-term there may be a case for introducing bespoke accommodation for some specific groups that meet certain criteria, for example RSE workers, and potentially, international students from low risk countries. However, further work would be required to assess the significant policy and operational issues and determine the feasibility of bespoke approaches for these groups. It will be helpful for Ministers to consider bespoke arrangements within the wider context of advice being prepared on a risk-based approach to MIQ (arising from the Ministry of Health's *Review of the Elimination Strategy*). That will provide you with a fuller picture of the spectrum of MIQ accommodation options - including bespoke arrangements within that spectrum - and the likely resulting impacts on throughput and capacity.

## Recommended action

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The Ministry of Business, Innovation and Employment recommends that you:

- a **Note** that there is a spectrum of potential bespoke MIQ approaches, ranging from small amendments within the current hotel-based model (e.g. for sports teams); to using different types of accommodation for key groups; to privately run facilities with Government oversight  
*Noted*
- b **Note** that bespoke MIQ approaches, particularly those deviating substantially from the current model, have potential to deliver financial sustainability and capacity benefits, but would have significant policy, resource and operational implications that would take time to work through  
*Noted*
- c **Note** that depending on the outcomes you are seeking to achieve, there may be other, more appropriate, levers available in the short-to-medium term, including quarantine-free travel, to deliver, for example, increased MIQ capacity to alleviate economic and social pressures  
*Noted*
- d **Note** that bespoke arrangements should also be considered within the wider context of the advice being prepared on a risk-based approach to MIQ (arising from the Ministry of Health's *Review of the Elimination Strategy*), which will provide you with a fuller picture of the spectrum of MIQ accommodation options, including bespoke arrangements within that spectrum, and the likely resulting impacts on throughput and capacity  
*Noted*
- e **Note** that bespoke arrangements may be appropriate in the longer-term for some specific large groups that meet certain criteria, such as RSE workers and international students from low risk countries, but that more work is needed before any decisions are made  
*Noted*
- f **Note** that the proposal from NZ Apples and Pears addresses some of the issues that would need to be resolved to mitigate the risk of setting up a bespoke arrangement for RSE workers, but still requires significant work to explore the full implications before recommendations could be made on its overall feasibility.

Noted

- g **Agree** to discuss this briefing with officials in the New Year to help inform the development of future advice, including any further work on the Angus Inn proposal for RSE workers; the outcomes bespoke approaches could potentially deliver; how far along the spectrum of approaches the Government may consider moving; and over what timeframes.

**Agree** / Disagree



Melleny Black  
**General Manager, MIQ Policy**  
MIQ, MBIE

..... / ..... / .....



Hon Chris Hipkins  
**Minister for Covid-19 Response**

23 / 12 / 2020

## Background

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1. The current hotel-based MIQ model is an effective cross-border infection control mechanism and is integral to the Government's strategy of COVID-19 elimination. A primary objective of MIQ is to prevent infected individuals from entering the New Zealand community. In doing so, MIQ must ensure that infection is not spread within the facilities themselves.
2. Demand for MIQ is currently outstripping supply. While there may be scope to slightly increase the number of MIQ facilities<sup>1</sup> to enable more people across the border, the existing model is difficult to scale and is constrained by a range of issues, including the availability of a workforce that can meet the health needs and security requirements posed by the facilities.
3. Bespoke approaches have already been used to some degree for sports teams, with some slight changes to the usual Infection Prevention and Control (IPC) measures, such as incremental increases to bubble sizes and access to offsite training facilities. However, the changes to the current hotel-based model have been minimal, with teams staying in standard MIQ facilities and otherwise adhering to the usual rules and requirements during their stay.
4. The Government continues to receive proposals from industry sector groups, private companies and others to establish bespoke MIQ accommodation arrangements. We also understand that some iwi are seeking to establish alternative accommodation arrangements for their whānau returning from overseas. A list of the proposals received to date is attached at **Annex One**, and can be broadly classified as proposals to accommodate:
  - specific groups, such as RSE workers, high-net worth individuals, international students and iwi
  - non-specific groups/the general population.

## There is a spectrum of bespoke MIQ arrangements

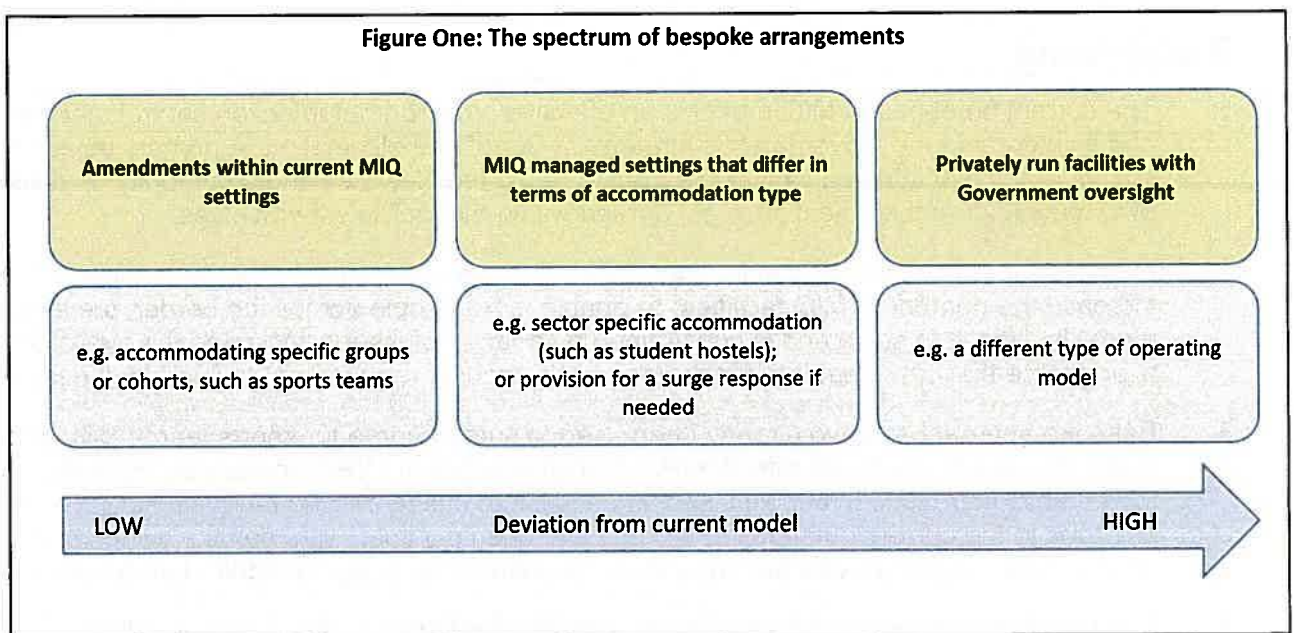
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5. Current MIQ arrangements, when sat alongside the proposals from industry and iwi, suggest that there is a spectrum of bespoke arrangements that needs to be understood when considering the feasibility of a shift from the current model.
6. This spectrum is depicted in Figure One below. It essentially ranges from minor changes within the current model to accommodate the needs of particular groups (e.g. sports teams) through to the private provision of MIQ facilities. All of the options would need to meet IPC, compliance and wellbeing requirements associated with the MIQ programme. Achievement of these requirements could, however, be addressed in different ways depending on what risk-based approach is taken to MIQ.

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<sup>1</sup> For example, by contracting additional hotels as MIQ facilities





## **The benefits of bespoke approaches depend on the outcomes sought**

7. Before considering the policy and operational implications associated with any substantive deviation from the current MIQ model, it is important to be clear about the outcomes and benefits bespoke approaches could deliver. For example, depending on their configuration, bespoke approaches have the potential to:
  - increase MIQ throughput and capacity to enable more people to enter New Zealand, addressing economic pressures for certain industry sectors;
  - reduce the overall cost to the Crown of delivering the MIQ system, underpinning its ongoing sustainability; and/or
  - provide a differentiated experience for certain groups (for example, iwi, high net worth or high profile individuals).
8. A number of sector groups, such as construction, education and the primary industries, have proposed to 'fully fund' bespoke MIQ arrangements to facilitate the travel of critical workers in their industries. Others, including iwi and high-end accommodation providers have enquired about establishing bespoke arrangements that would better cater to the cultural or other needs of particular groups than the current 'one-size-fits-all' approach to MIQ.
9. However, bespoke approaches also raise a range of complex issues, canvassed in further depth in the section below, which will take considerable time to resolve. As a result, in the shorter term, bespoke arrangements may not be the most appropriate mechanism for addressing issues such as MIQ throughput and capacity more generally. If this is the primary driver for considering bespoke arrangements, there are likely other levers that will deliver results more quickly, and with less risk, such as the work underway on quarantine-free travel and to explore a shorter duration of stay in MIQ facilities.

## **The implementation of bespoke approaches would require consideration of policy and operational issues**

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10. If you would like to explore the introduction of bespoke approaches as part of the overall MIQ accommodation system, there are a number of policy and operational implications requiring further consideration:
  - a. accommodation considerations
  - b. workforce constraints and the need to provide wraparound services
  - c. the role Government might play across the spectrum
  - d. funding arrangements
  - e. equity considerations for different arrangements

### *Accommodation considerations*

11. MIQ facilities are required to meet a range of requirements – primarily designed to meet IPC measures that prevent transmission within facilities and to the wider community - but also covering wraparound health requirements, security/compliance, fire safety and emergency and guest wellbeing. However, there is currently no formal nationally agreed list of all requirements, many of which have also been adapted and improved over time in light of experience gained from running MIQ facilities from March 2020. We are working with the Ministry of Health to finalise an agreed list to ensure consistency across the MIQ portfolio.
12. The nature of these requirements mean that some types of accommodation have been previously discounted where they cannot guarantee adherence to the IPC requirements, particularly where they have communal or shared facilities that could exacerbate infection transmission (e.g. campgrounds/campervans; hostels; and military bases). Cruise ships have also been discounted to date because of issues relating to ventilation.
13. In addition to the requirements above, multi-level, hotel-based MIQ facilities also present significant economies of scale in terms of security support, primarily provided by the New Zealand Defence Force (NZDF) and MBIE employed staff.
14. For the majority of the proposals received to date, changes to the existing accommodation standards would likely be required. An individual assessment of any premises seeking to operate as an MIQ facility would need to be undertaken to ensure that key IPC requirements are met – both in terms of preventing transmission within the accommodation, and in preventing transmission to the wider community. Assessment would also be needed to ensure the other key requirements of MIQ facilities are fully explored and any risks mitigated. Further work would also be needed to determine what would happen to keep guests and the community safe in the event that Covid-19 was detected in such a facility.

### *Workforce constraints and wraparound services*

15. Establishment of any bespoke arrangements, which are additional to the current MIQ facility footprint, will also require an understanding of how workforce constraints can be met. Two key areas that need to be resolved are health and security.
16. We understand that there is a limited number of appropriately experienced health workers to staff facilities, particularly in Auckland. Ensuring access to key wraparound services and pastoral care is also a key part of the existing model. Under current arrangements, guests can access mental health, addiction and other support as required. Having onsite health personnel also ensures that guests can easily access clinical support for non-COVID-19 related conditions, generally through the District Health Board (DHB). DHB nurses play an important role in providing a link between MIQ facilities and other DHB services. As such,

every MIQ facility that is established diverts resources away from, and places additional burdens on, the national healthcare system.

17. Further work would need to be undertaken, with the Ministry of Health and DHBs, to determine the level of onsite health and wraparound services required to support any bespoke MIQ facility. This could include exploration of the feasibility of using private nurses or other health personnel. We anticipate that the level required would differ depending on the risk profile of the group or cohort being accommodated. However, it would seem unlikely that the existing healthcare system could support the establishment of large numbers of bespoke facilities across the country without a significant deviation from the current approach.
18. Similar issues arise in the case of security provision. Extending the current model to additional bespoke facilities would have significant implications on resourcing – including the provision of NZDF personnel to run them, in addition to the provision of health and wider security personnel<sup>2</sup>. While monitoring, compliance and enforcement at bespoke facilities could potentially be achieved with an increased reliance on CCTV or other technology solutions alongside a reduced security workforce, this would be a significant departure from the current model and the full implications and risks would need exploration.

#### *The role of Government and risk tolerance*

19. In exploring the feasibility of bespoke MIQ accommodation, consideration must be given to roles, responsibilities and accountability. Specifically, the Government's role in:
  - establishing and running facilities; and/or
  - assessing, approving, monitoring and auditing facilities.
20. From a risk management perspective, the safest option would be for the Government to maintain a leadership role in the establishment and running of all MIQ facilities, regardless of their configuration. However, in addition to the workforce implications above, setting up and running bespoke facilities alongside the existing MIQ model would add operational complexity to the system. It would also divert policy and operational resource away from existing work underway on the implementation of quarantine-free travel agreements and exploration of a shorter duration of stay in existing MIQ facilities.
21. Alternatively, the Government could explore the establishment of an assessment, approval monitoring and audit function, leaving the sponsoring sector (e.g. employers, universities or iwi) with responsibility for running and managing facilities and ensuring key requirements are met. This would include consideration of compliance, enforcement and the penalties that could be imposed for any lapse in standards. This approach could offer longer-term sustainability of the MIQ system by opening up the potential for privately operated, commercially run premises, catering for different demographics and providing a differentiated experience – and price points - for some groups.
22. However, this too would have significant up-front resource implications in setting up and running such a regime, as well as having a long lead-in time to develop the necessary regulatory system and controls. This approach would also carry larger amounts of risk, particularly as the Government would likely continue to be held accountable by the New Zealand public for any failings in the system in the event that something goes wrong.

#### *Funding*

23. Regardless of the model/s introduced, bespoke arrangements give rise to funding questions that would need to be carefully worked through. There is currently no agreed funding for the establishment of any new or additional MIQ facilities using the existing hotel-based model.

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<sup>2</sup> Note that the workforce implications would depend on the specific arrangements put in place for each bespoke facility.



24. For bespoke accommodation deviating significantly from current arrangements, there is scope for a full-cost recovery approach with all costs to be met by the sponsoring sector which could reduce the overall cost to the Crown of delivering MIQ services. However, consideration will need to be given as to how such a model would work in practice, depending on the levels of government involvement and oversight. There would likely be some significant up-front costs associated with any assessment, monitoring and auditing functions if these were required.

#### *Equity considerations*

25. MIQ is fully booked until early March 2021 with many New Zealanders enduring longer than anticipated waiting times for an MIQ place.
26. Any deviation from the 'one size fits all' approach could also give rise to equity concerns in terms of differing treatment of arrivals (for example, if certain groups were subjected to lower levels of monitoring or had higher levels of personal freedom during their isolation). Given the relative scarcity of the required health workforce, consideration also needs to be given to the most appropriate use and deployment of this workforce from an NZ Inc perspective.

### **Bespoke accommodation may be appropriate for some specific groups...**

27. Given the resource implications, operational complexity and risks involved in establishing bespoke accommodation options outlined in this briefing, officials do not recommend their general establishment or use in the short-to-medium term.
28. However, there may be a case for alternative accommodation to be considered in the longer-term for certain groups:
- that arrive in large numbers over a short or sustained period of time, and would take up significant space in MIQ facilities; and
  - who are from low-risk countries<sup>3</sup>; and
  - where appropriate alternative accommodation that could meet key IPC, security and other requirements is available; and
  - where the costs of providing, staffing and monitoring the accommodation could be fully met by the sponsoring sector.
29. Of the proposals received to date, only two groups meet this criteria and would merit consideration for exploring bespoke accommodation: RSE workers and international students.

#### **RSE workers**

30. As a cohort, RSE workers have a number of unique characteristics that could merit the consideration of a bespoke accommodation approach:
- large numbers are required over short and sustained periods of time (for example, 2000 workers are expected to travel through MIQ between January and March 2021)
  - they present a low risk of importing COVID-19 into New Zealand as most workers come from countries with no community transmission or history of COVID-19

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<sup>3</sup> To be determined by the Ministry of Health. Initially, we anticipate that this would include Australia and some Pacific countries, but could potentially increase over time, as public health advice evolves.

- using charter flights could reduce the risk of transmission caused by RSE workers mixing with international arrivals at the airport
- workers could be accommodated in areas away from major centres, resulting in lower costs and reducing any risk of community transmission in the event of infection
- workers are incentivised to comply with any conditions imposed given stiff penalties that could be incurred in their home country for poor behaviour (e.g. some Samoan RSE workers risk a village-wide ban from participating in RSE work for two years)
- the proposal submitted by NZ Apples and Pears for the use of The Angus Inn as a bespoke MIQ facility is detailed, has sector buy-in, and has in-principle approval from the local DHB from an IPC perspective.

### *The Angus Inn proposal*

31. Officials have undertaken a high-level assessment of The Angus Inn proposal (attached at **Annex Two**). While it is comprehensive, there are a number of areas that would still require further work before officials could provide a recommendation on its feasibility.
32. For example, the Hawkes Bay DHB has indicated that the facility could meet IPC and other key requirements, as indicated by a checklist for MIQ facilities (attached at **Annex Three**) used earlier in the year when facilities were stood up at pace.
33. However, as set out earlier in this briefing, we are working with the Ministry of Health to finalise an agreed list of requirements to ensure consistency across the MIQ portfolio and will need to consider further how The Angus Inn proposal fares against that final list.
34. There are a number of areas that are identified but not resolved, in the proposal. For example, healthcare provision, wraparound services and staff availability to undertake day 3 and day 12 testing; and the determination of clear roles and responsibilities between facility operators, onsite staff, the DHB, MBIE and NZDF personnel, including financial responsibilities. It is also unclear how the security and compliance standards required of existing MIQ facilities<sup>4</sup> would be achieved at The Angus Inn.
35. Further assessment would therefore need to be undertaken to ensure that all issues associated with using The Angus Inn (or any other type of accommodation) as an MIQ facility have been sufficiently explored and any risks mitigated before a recommendation could be made on whether or not to endorse it.
36. If you would like to explore the feasibility of this specific proposal in more detail, you could direct officials from the Ministry of Business, Innovation and Employment and the Ministry of Health to work with NZ Apples and Pears to work through the operational issues raised in this briefing.

### **International students**

37. It may also be possible to use some types of student accommodation, particularly those with self-contained bathrooms and kitchenette facilities, to enable the safe isolation of international students from low-risk countries. Many of these facilities are already set up to provide pastoral care, security and staff attuned to the needs of newly arrived young people. Given the large numbers of students that would potentially seek to arrive over similar sustained timeframes, utilising alternative accommodation to reserve space in MIQ facilities could merit further consideration.

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<sup>4</sup> Current requirements include a secure site with physical barriers preventing undetected entry/exit; access to security workforce and 24/7 monitoring

## A cautious approach

38. Both of the bespoke approaches outlined above would require deviating from current MIQ requirements with significant policy and operational impacts that will take time to work through. We also consider that it would be helpful for you to consider bespoke arrangements in the context of quarantine-free travel and the advice being prepared on a shorter duration of stay in MIQ. This advice will provide you with a fuller picture of the spectrum of MIQ accommodation options – and will help situate bespoke arrangements within that spectrum. It will also provide more information on the likely impacts on throughput and capacity resulting from those wider system changes<sup>5</sup>.
39. It is also worth noting that any decisions to introduce bespoke approaches for specific groups will increase pressure from the private sector and others to consider new proposals or those proposals previously submitted to government. The issue of MIQ supply and capacity was a key concern for Rob Fyfe and the group of industry representatives who met senior officials in October 2020<sup>6</sup>. A comprehensive communications plan will be required in the event there are to be any substantive changes to the MIQ model to ensure transparency.

## Next steps

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40. Subject to your views, officials would welcome a discussion with you in the New Year on the spectrum of bespoke approaches, including understanding the outcomes you are seeking; how far along the spectrum the Government may consider moving; and over what timeframes.
41. Such a discussion could take place after the provision of advice on a risk-based approach to MIQ (arising from the Ministry of Health's *Review of the Elimination Strategy*), due to be submitted in early February 2021, or at an earlier point if you would like us to provide any additional advice on bespoke arrangements in the meantime.

## Annexes

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**Annex One:** Proposals for bespoke accommodation received to date

**Annex Two:** The proposal to use The Angus Inn as an MIQ facility for RSE workers

**Annex Three:** Ministry of Health checklist for The Angus Inn

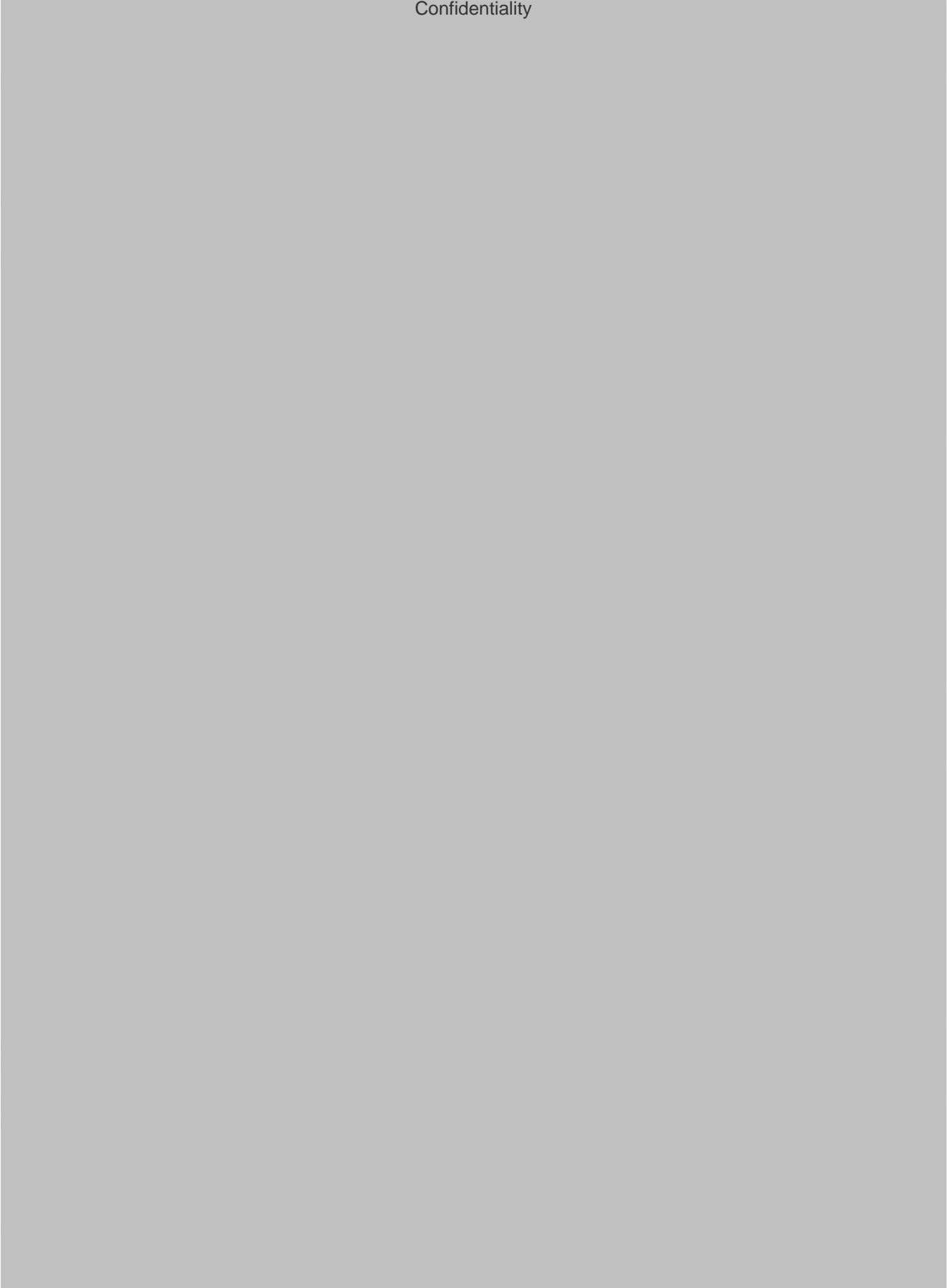
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<sup>5</sup> For example, it is likely that demand for bespoke arrangements will diminish over time as capacity is freed up as a result of the move to quarantine free travel with Australia.

<sup>6</sup> Rob Fyfe and a group of industry representatives met Carolyn Tremain, Megan Main, and Air Commodore Digby Webb among others on 20 October 2020 to discuss the private sector's role in supporting MIQ and the Government's Covid-19 response.

**Annex One: Proposals for bespoke accommodation received to date**

Confidentiality



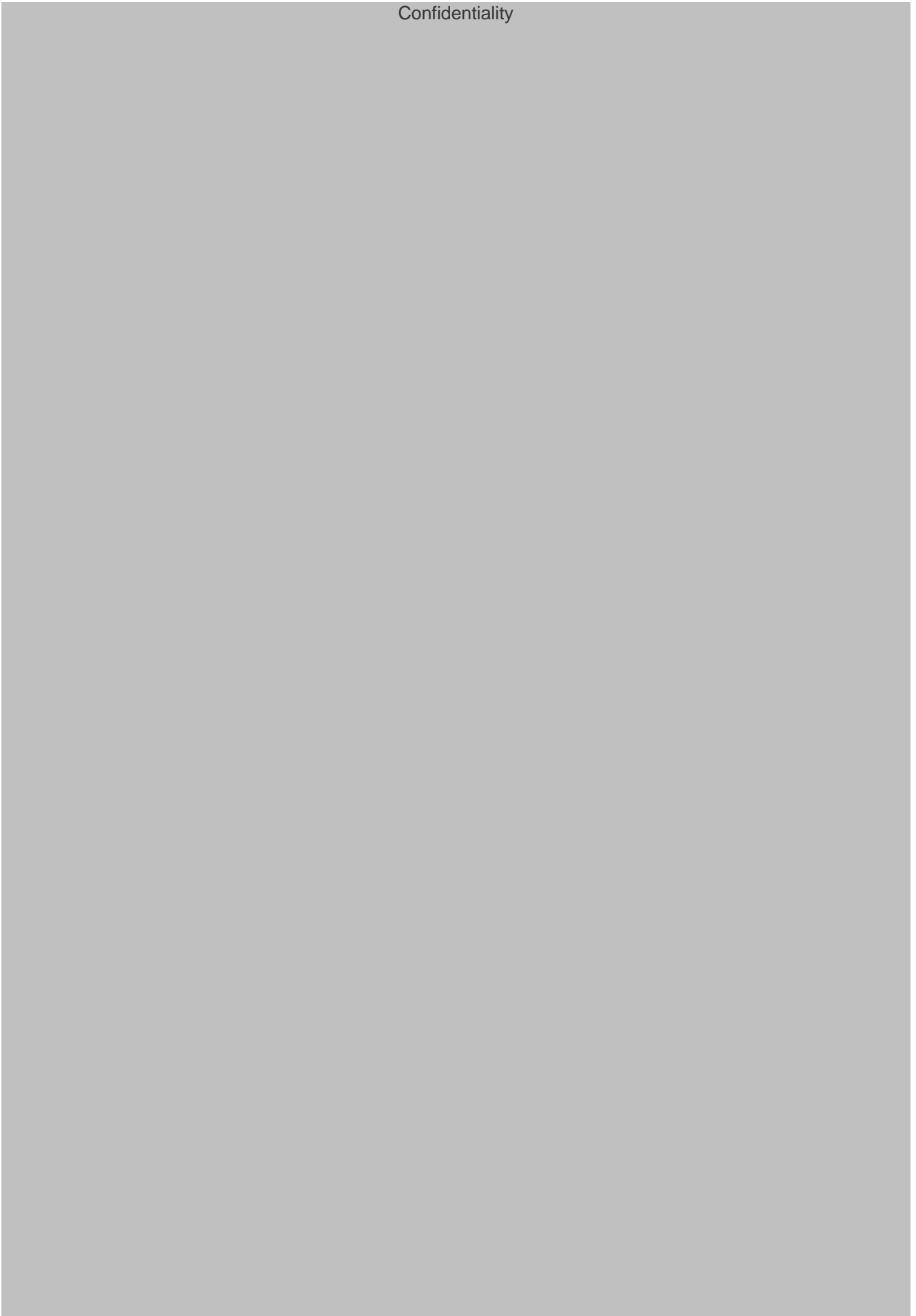




Confidentiality



Confidentiality



Confidentiality



Confidentiality



## Appendix 13. Checklist for preliminary inspection of hotels for use as managed isolation facilities

Site details	
Name of Facility	Angus Inn
Street address	Railway Road Hastings
Postal address	
Email address	
Phone number	
After hours phone	
Website	
Site manager	
Name	Privacy of natural persons
Contact phone number	
Email address	
Officer completing assessment	
Statutory appointment	
Name	
Phone number	
Email address	

Facility specifications	Yes	No	N/A	Comments
Do buildings comply with relevant legislation?	✓			
Where there is a requirement under the New Zealand Building Code is: (a) A current Building Warrant of Fitness for older buildings? or (b) A code of compliance certificate and certificate of public use for new buildings?	✓			
Does the accommodation have the ability to check in returnees with physical distancing of 2 metres for all staff and returnees?	✓			ample space in reception area
Do some accommodation features need to be removed to reduce or eliminate hazards or accidental triggering of alarms? If so, what?		✓		
Is there is a room for staff that can be a designated a health team room, which has access to hand-washing facilities?	✓			multiple rooms/ storage rooms available



Is there is a secure room that can be a designated a PPE storage room?	✓			
Is there is a safe and accessible external area for smoking, which is large enough to accommodate appropriate physical distancing between those smoking?	✓			
Is there is a safe and accessible external area for exercise, which is large enough to accommodate appropriate physical distancing between those exercising, and which meets site security and IPC requirements?	✓			ample outside space
Does the accommodation have enough staff available to meet the extra requirements for cleaning, catering, and delivery of meals?	✓			4 cleaners full time 3 pastoral care 1 manager ability to bring on additional staff
Does the facility have separate locations to adequately separate and manage quarantine and isolation? (To be a "dual-use" facility for well and unwell people). This includes a clear delineation between the two parts of the facility with no cross-over of returnees or staff.	?			3 separate facilities -possible options
<b>Food</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Can the accommodation provide in-room meals including breakfast, lunch and dinner?	✓			onsite commercial kitchen. Contracted catering (Compass)
Can the accommodation meet individual dietary requirements including gluten free, dairy free, nut free, vegetarian/vegan and halal?	✓			
What provision has been made to ensure returnees receive meals and any additional snacks they may require?	✓			Ability to set-up 'shop' within facility or obtain requested items (this was available during level 4 lockdown)
How will accommodation provide a service to purchase essential items (as returnees are not allowed to go to supermarkets)?	✓			
Does the accommodation have an alcohol policy (how much alcohol returnees can access within a given period) and are they able to manage issues arising from excessive alcohol consumption?	✓			No alcohol permitted

Toilet, shower and bathing facilities	Yes	No	N/A	Comments
Does each returnee room have adequate toileting and bathing facilities that comply with IPC requirements and are accessible to those that need mobility aids? Rooms must have adjoining (individual) bathrooms, and returnees from different bubbles must not share bathroom facilities.	✓			Main building + garden units have ensuite bathrooms
Is hot water for showering, bathing, and hand washing is provided at the tap at a safe and appropriate temperature that minimises the risk of harm to consumers?				not assessed
Are there are adequate hand washing facilities for returnees and staff on-site? Facilities need to allow for frequent hand washing for a minimum of 20 seconds or if soap and water are unavailable, an alcohol-based sanitiser of at least 60% alcohol must be provided.	✓			
Are fixtures, fittings, floor and wall surfaces are constructed from materials that can easily be cleaned, which are in line with infection prevention guidelines? This includes being able to use cleaning products which contain bleach or at least 70% alcohol or products with antiviral activity.	✓			carpets & some textured ceilings otherwise wipeable (use fogging/cleaning)
Personal space/bed areas	Yes	No	N/A	Comments
Is there is adequate space in each room to allow people to move safely around their personal space/bed area? People who use mobility aids must be able to safely manoeuvre with the assistance of their aid within their personal space/bed area.	✓			Most rooms 4-6 ppl space could be tight for 14-day stay
Are returnee rooms of a reasonable and appropriate size?	?			see above
Are there are provisions to allow couples and family units (with children) to be kept together in one room, or one suite?	✓			
Can the accommodation provide wifi in all rooms?	✓			unlimited wi-fi
Cleaning and laundry services	Yes	No	N/A	Comments

Are there are designated areas for the safe and hygienic storage of cleaning/laundry equipment and chemicals?	✓			
Can the accommodation provide a laundry service, in addition to laundering linen and towels?	✓			bedding + towels to commercial laundry. clothes laundered onsite.
<b>Infection prevention and control</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Have provisions have been made for the use of and access to PPE?	✓			
Has training been provided to staff about PPE including when to wear a face mask, and how to wear a face mask safely?				training offered by IPC
Will training be provided to returnees about PPE?				ditto above
Are PPE, waste and other material secure and contained when entering and exiting the site?	✓			
Does the accommodation have cleaning procedures which are in line with IPC requirements? This includes regular and thorough cleaning of high touch areas and surfaces, and the cleaning of returnee rooms after probable or confirmed cases.				to be confirmed by IPC / procedures
<b>Essential, emergency, and security systems</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Is there is an approved evacuation plan, which complies, or can be amended to comply with IPC requirements of physical distancing?	✓			
Is there is a phone in each room/unit or similar device that enables a staffed station to be called at any time?				RSE workers usually have access to mobiles. No in room phones

Is the accommodation within one hour by road of a hospital?	✓			
Is the site secure (e.g. CCTV, physical barriers such as fences and/or patrols) with sufficient security personnel are in place (over and above routine arrangements)?	✓			CCTV, fully fenced site Willing to provide security
Can the accessible vehicle and pedestrian access points to the site be monitored?	✓			
Are emergency services (FENZ, ST John/WFA, Police) briefed and on call for any incidents e.g. fire, disorder, crime or if a returnee attempts to leave the site?				not yet
Do Emergency Services have the contact details of the Facility Manager?				not asked
Are there procedures for signing in and out of the Facility?	✓			
Is the site safe? Is there a Health and Safety Plan for hazards around the site?	✓			
Is returnee privacy secured?	✓			
Is there is a process for managing complaints, minor crime and disorder on site?				not asked/assessed
Is a process to respond to (or refer on) media queries in place?				not asked/assessed
<b>Natural light, ventilation, and heating</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>

Are areas used by returnees and staff are ventilated and heated appropriately?	✓			
Do all returnee rooms have at least one external window of normal proportions to provide natural light?	✓			
Will returnees be put at risk by exposure to environmental tobacco smoke while in their rooms?		✓		
If the building is to be used as a dual-use managed isolation and quarantine facility, is there separate ventilation systems with effective airflow barriers that prevent possible flow of aerosolised infectious organisms from one part of the building to another?				

Conclusion			
Refer to prepared report.			
<b>Approved</b>	Yes	No	
<b>Conditions (if applicable)</b>			
<b>Name:</b>			
<b>Signed</b>			
<b>Date</b>			
<b>Email to</b>			
<b>Copy to</b>			