

Public Spending Code

Quality
Assurance
Report for 2022

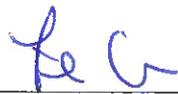
Dún Laoghaire-
Rathdown
County Council

Certification

This Annual Quality Assurance Report reflects Dún Laoghaire-Rathdown County Council's assessment of compliance with the Public Spending Code (PSC). It is based on the best financial, organisational and performance related information available across the various areas of responsibility.

Signature of Accounting Officer:

Date:



31st May 2023

Frank Curran
Chief Executive
Dún Laoghaire-Rathdown County Council

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Introduction

Dún Laoghaire-Rathdown County Council (dlr) has completed this Quality Assurance (QA) Report as part of its on-going compliance with the Public Spending Code (PSC).

The Quality Assurance procedure aims to gauge the extent to which dlr meets the obligations set out in the PSC and contains five steps;

Step 1

Draw up Project Inventory of all projects/programmes at the different stages of the Project Life Cycle. The 3 stages of the Life Cycle are expenditure being considered, expenditure being incurred and completed or discontinued. The Project Inventory includes all projects/programmes above €0.5m.

Step 2

Publish summary information on website of all procurements in excess of €10m, whether new, in progress or completed.

Step 3

Complete the 7 checklists contained in the PSC.

Step 4

Carry out a more in-depth check on a small number of selected projects/programmes. The value of projects/programmes subject to the in-depth check should be a minimum of 5% of total value of all Capital Projects on the Project Inventory and for Revenue Projects a minimum of 1% of the total value of all Revenue Projects on the Project Inventory.

Step 5

Complete Summary Report for the National Oversight and Audit Commission (NOAC) of the above 4 steps and include a note of how any inadequacies identified in the QA process will be addressed.

This report fulfils the fifth requirement of the QA Process for dlr in respect of 2022.

Step 1 - Project Inventory

This section details the Project Inventory drawn up by dlr in accordance with the guidance on the Quality Assurance process.

This inventory is divided between current and capital projects/programmes and between three stages:

- Expenditure being considered
- Expenditure being incurred
- Completed or Discontinued

Capital projects with total project cost of greater than €0.5m are included and are categorised depending on the stage of the project – if expenditure was incurred on the project in 2022 it is included under expenditure being incurred.

Increases of greater than €0.5m in budgeted revenue expenditure programmes are shown in expenditure being considered while programmes with revenue expenditure of greater than €0.5m in 2022 are listed under expenditure being incurred. It should be noted that revenue expenditure in many instances includes wages and salaries.

The Inventory lists a total of 161 projects across the 3 stages and cost categories with a total value of €1,038m.

Summary Table of 2022 Inventory – Included in Appendix A.

	Revenue Projects		Capital Projects		Total Value of Inventory
Project Expenditure	Number	Value	Number	Value	Value
Being Considered	13	€17.67m	60	€469.46m	€487.13m
Being Incurred	47	€225.74m	30	€268.25m	€493.99m
Recently Ended	0	€0.00m	11	€57.34m	€57.34m
Totals		€243.41m		€795.04m	€1,038.46m

Step 2 - Procurements in excess of €10 million

As part of the Quality Assurance process dlr must publish summary information on its website of any procurements greater than €10m. There were no procurements greater than €10m in 2022.

Step 3 - PSC Checklists

The third step in the QA process involves completing a set of checklists covering all expenditure. The high-level checks in Step 3 of the QA process are based on self-assessment by the Council and its agencies/bodies, in respect of guidelines set out in the PSC.

There are seven checklists in total;

- Checklist 1: General Obligations Not Specific to Individual Projects/Programmes
- Checklist 2: Capital Projects or Capital Grant Schemes Being Considered
- Checklist 3: Current Expenditure Being Considered
- Checklist 4: Capital Expenditure Being Incurred
- Checklist 5: Current Expenditure Being Incurred
- Checklist 6: Capital Expenditure Completed
- Checklist 7: Current Expenditure Completed

A full set of checklists 1-7 was completed by dlr and can be found in Appendix B.

Step 4 - In-Depth Check

dlr's Internal Audit Unit carried out an in-depth check of one project from the Project Inventory and one project from the current expenditure - Revenue Budget with a combined project budget of €37 million.

From the Expenditure Being Incurred - Blackglen Road Improvement Scheme was selected and from current expenditure - Revenue Budget, Heritage and Biodiversity (F0504) was selected.

The following presents a summary of the findings of these In-Depth Checks.

Blackglen Road Improvement Scheme

The Blackglen Road Improvement Scheme is made up of seven interlinked sections of road with a total length of approximately 2 kilometres. The scheme commences at Lamb's Cross Junction (R117) and extends to the junction with Ticknock Road.

The scheme will provide a safer road with new footpaths and cycle tracks on both sides of Blackglen Road and includes new public lighting signage and lining. The scheme also includes the provision of a new set of pedestrian signals on Blackglen Road adjacent to the junction with Ticknock Road and an upgraded set of traffic signals at Lamb's Cross and at the junction of Harold's Grange Road/Kellystown Road/College Road/Grange Road. These traffic signals will control the revised layout for the junction which includes the provision of a right turn lane on Grange Road. The revised layout and upgraded traffic signals will alleviate the daily queuing on the approach roads. The scheme will upgrade the local road network, which joins Lamb's Cross to Enniskerry, Sandyford, Ticknock, the Dublin Mountains and onwards to Leopardstown Road (M50). The scheme will also provide suitable roads to facilitate new housing developments which may be constructed on lands zoned residential in the County Development Plan.

Internal audit recommends that dlr consider the following:

- Where there is an increase to a consultant's contract to provide services or carry out works that are associated with the original appointment of the consultant, the recommendation on the Chief Executive Order should clearly state that this is an increase to the original fee. This should also be stated in the order section of the Chief Executive Order.
- A Chief Executive Order is prepared and approved setting out the increase in project costs from May 2022.
- Review project compliance with modifications to contracts post award' as set out in the 2016 Regulations (S.I. No. 284/2016).

Internal audit has examined the controls in place for the Blackglen Road Improvement Scheme and can give reasonable assurance that there is compliance with the PSC.

Heritage and Biodiversity (F0504)

Heritage:

The DLR County Heritage Plan 2021-25 aligns with policy in the National Plan 'Heritage Ireland 2030' and supports the Council's corporate, departmental and County Development Plans. The dlr Heritage Team consists of a Heritage Officer, Heritage Properties Officer, Foreman and Craftworker supported by Parks administration staff. The Heritage Team is responsible for implementing the 57 actions of the County Heritage Plan and maintaining eight dlr heritage properties enabling public access and room hire; Marlay House, Cabinteely House, Fernhill House, the Oratory visitor experience, Seapoint Martello Tower, Williamstown Martello Tower and the Stillorgan Obelisk. The Heritage Team also work in conjunction with the Parks section to maintain the Obelisk at Killiney Hill Park. The Revenue budget includes a contribution to a capital reserve for significant works to heritage buildings. It also includes

an annual operational grant to Dalkey Castle and Heritage Centre. The dlr Heritage Office applies for and administers national heritage funding schemes and administers a county community heritage grant scheme.

Biodiversity:

The DLR Biodiversity Officer and Team work with all sections of the County Council, the public and partners to restore and protect biodiversity in the county. The implementation of the 65 actions in the DLR Biodiversity Action Plan 2021-2025 is an important part of the Biodiversity Officer's role. This second plan for the county took account of the EU Biodiversity Strategy 2030, the UN Convention on Biological Diversity post 2020 Global Biodiversity Framework and the third National Biodiversity Action Plan 2017-2021 along with other plans and policies. Dlr's Biodiversity Officer represents local authorities on the National Biodiversity Forum which is currently providing input to the 4th National Biodiversity Action Plan.

The DLR Biodiversity Action Plan consists of many projects, some in collaboration with businesses, local communities, individuals, County Council staff, partners such as Birdwatch Ireland, An Taisce, Biosphere and many more. Examples of such collaborations include the Tern Project on Dalkey Island with Birdwatch Ireland, biodiversity studies of Booterstown Marsh with An Taisce and Local Authority Waters Programme (LAWPRO), tagging of Brent Geese with Fingal County Council and Dublin City Council, pollinator research with the universities, pollinator actions in the All-Ireland Pollinator Plan and projects with dlr Volunteers.

The following key documents were generally in place for Heritage and Biodiversity (F0504):

- Budget approved by the Council
- Chief Executive Orders
- Financial Reports
- Action Plans /Annual Plans

Audit Opinion

Given the outcome of this review, it is the opinion of Internal Audit that there is overall reasonable assurance that there is compliance with the Public Spending Code by Heritage and Biodiversity.

Conclusion

The inventory outlined in this report clearly lists the current and capital expenditure that is being considered, that is being incurred and that has recently ended.

dlr has no procurements in excess of €10 million for 2022 and thus no procurement details require publishing on the dlr website.

The checklists completed by dlr shows an adequate level of compliance with the PSC.

The in-depth checks carried out by Internal Audit revealed no major issues which would cast doubt on this Council's compliance with the Code and showed an overall level of

compliance with the PSC. All recommendations arising from the in-depth check were accepted and will be implemented.

The compilation of both the inventory and checklists for the QA process was a significant co-ordination task in terms of liaising with various sections, departments and directors.

This process of engagement has meant progress has been made in incorporating the PSC and its requirements and ensuring a consistent level of compliance into all relevant activities throughout dlr and among the relevant staff.

The Capital Dashboard System continues to be used to centralise and streamline all areas of monitoring and reporting in respect of its capital projects onto a single system. This system contains a suite of PSC requirements, forms and checklists.

A Project Governance Board (PGB) established during 2018 provides a governance framework for capital projects in dlr. It has done considerable work at approval, monitoring and funding stages of projects and post project reviews are now an important focus of this board.

While dlr has complied with the requirements of the PSC in respect of 2022, any areas of improvement identified in this report will be incorporated to enhance its reporting and ensure high levels of compliance with the PSC in the future.

Expenditure being Considered - Greater than €0.5m (Capital and Current)

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Capital Expenditure Amount in Reference Year (Grant)	Project/Programme Anticipated Timeline	Projected Lifetime Expenditure
HOUSING						
St. Laurence's Park	Construction of 88 housing units	€ -	€ 832,805	€ -	(Anticipated) 2023 - 2025	€ 29,433,472
St Michaels TAU , Monkstown	Refurbishment of existing TAU	€ -	€ 13,692	€ -	(Anticipated) 2024 - 2025	€ 1,165,009
Woodpark TAU, Sallynoggin	Proposed provision of 3 x 4 bed houses	€ -	€ 12,869	€ -	(Anticipated) 2023 - 2024	€ 1,257,013
Roebuck Road	Development of 2 x 4 and 2 x 1 bed units	€ -	€ 13,008	€ -	(Anticipated) 2023 - 2024	€ 1,025,587
Old Connaught TAU	Provision of 6 x 3 bed units	€ -	€ 21,396	€ -	(Anticipated) 2024 - 2025	€ 2,023,181
Ballyogan Rise (Phase 2)	52 housing units at Ballyogan Rise	€ -	€ -	€ -	(Anticipated) 2023 - 2025	€ 14,363,443
Cross Avenue, Dun Laoghaire	Development of 3 x 1 bed and 1 x 2 bed apts	€ -	€ 7,567	€ -	(Anticipated) 2024 - 2025	€ 1,304,317
A01 Maintenance & Improvement of LA Housing Units		€ 1,484,300	€ -	€ -		€ -
A06 Support to Housing Capital Prog		€ 997,200	€ -	€ -		€ -
A07 RAS and Leasing Programme		€ 4,560,100	€ -	€ -		€ -
A09 Housing Grants		€ 563,500	€ -	€ -		€ -
ROAD TRANSPORTATION AND SAFETY						
DMURS Minor Junctions	Installing cycle lanes/cycle paths or slipways	€ -	€ -	€ -	(Anticipated) 2022 - 2025	€ 1,050,000
Stillorgan Village Movement Framework Phase V - VII	Infrastructural & Public Realm improvements	€ -	€ -	€ -	(Anticipated) 2025 - 2025	€ 1,900,000
Cherrywood - Kiltarnan Link Road & Overbridge	New road link over the M50	€ -	€ 5,323	€ -	(Anticipated) 2023 - 2026	€ 47,241,500
Blackrock (Main Street & Environs)	Enhancement of Public Realm	€ -	€ -	€ -	(Anticipated) 2022 - 2024	€ 1,600,000
Greenways Future Projects	Network of greenways linking parks and open spaces	€ -	€ -	€ -	(Anticipated) 2023 - 2024	€ 1,200,000
Glenamuck District Roads Scheme	Glenamuck District Roads	€ -	€ 2,444,969	€ -	(Anticipated) 2020 - 2025	€ 75,350,000
Bracken Link Road	Bracken Link Road	€ -	€ -	€ -	(Anticipated) 2020 - 2027	€ 6,100,000
M50 Junction 14 Link Road	Provision of a new road link	€ -	€ 46,279	€ -	(Anticipated) 2018 - 2025	€ 7,800,000
S2S "Sutton to Sandycove"	Coastal Promenade & Cycleway	€ -	€ 39,019	€ -	(Anticipated) 2022 - 2030	€ 17,580,000
Leopardstown Link Road (Phase 2)	Phase 2 of Leopardstown Link Road	€ -	€ -	€ -	(Anticipated) 2021 - 2027	€ 5,960,000
Cherrywood Road Upgrade	Opening up of lands for housing & cycle links	€ -	€ -	€ -	(Anticipated) 2021 - 2027	€ 8,000,000
Dundrum URDF Masterplan and Public realm works	Dundrum Masterplan and advance Public Realm works	€ -	€ -	€ -	(Anticipated) 2022 - 2030	€ 4,000,000
WATER SERVICES						
Deansgrange FRS (ECFRAM)	Flood risk mitigation	€ -	€ 108,354	€ -	(Anticipated) 2022 - 2024	€ 3,695,000
Carrickmines/Shanganagh FRS (ECFRAM)	Flood risk mitigation	€ -	€ 309,073	€ -	(Anticipated) 2022 - 2024	€ 5,200,000
DEVELOPMENT MANAGEMENT						
Beckett Link & Barrington's Road Connection	Pedestrian, cycle, and vehicle link	€ -	€ 32,923	€ -	(Anticipated) 2023 - 2026	€ 43,898,800
Castle Street Link	Cherrywood's bus priority route & connections	€ -	€ 16,578	€ -	(Anticipated) 2026 - 2026	€ 1,406,020
Ticknick Park - Ballycorus Access	Cycle, pedestrian, and vehicle access to Ticknick Park	€ -	€ -	€ -	(Anticipated) 2023 - 2024	€ 3,483,000
Town Centre & Pedestrian Cycle Link	Pedestrian and cycle bridge between Town Centre	€ -	€ -	€ -	(Anticipated) 2024 - 2024	€ 3,025,000
3 Public Parks	3 parks in Cherrywood SDZ	€ -	€ -	€ -	(Anticipated) 2023 - 2024	€ 1,936,000
LIHAF - Cherrywood (Phase 2) - P*-P3	Bridge crossing extension of Druid's Glen Road	€ -	€ 79,447	€ -	(Anticipated) 2024 - 2026	€ 4,000,000
LIHAF - Cherrywood (Phase 3) - P3-P	Provision of Road Extension & feature bridge	€ -	€ -	€ -	(Anticipated) 2024 - 2026	€ 6,893,700
Cherrywood to Shankill Greenway	Proposed 900m long Greenway	€ -	€ 31,617	€ -	(Anticipated) 2023 - 2025	€ 2,650,000
Glenamuck LAP associated works	Upgrade of the Glenamuck Rd/Enniskerry Rd Junction	€ -	€ 5,720	€ -	(Anticipated) 2023 - 2024	€ 13,000,000
Hillcrest Road	Improvement Works	€ -	€ 6,273	€ -	(Anticipated) 2020 - 2026	€ 9,715,000
D01 Forward Planning		€ 577,700	€ -	€ -		€ -
D02 Development Management		€ 1,064,400	€ -	€ -		€ -
D09 Economic Development and Promotion		€ 1,154,400	€ -	€ -		€ -
ENVIRONMENTAL SERVICES						
E06 Street Cleaning		€ 1,441,500	€ -	€ -		€ -
E11 Operation of Fire Service		€ 1,056,600	€ -	€ -		€ -
RECREATION & AMENITY						
National Watersports Centre, DL Harbour - Stream 1	Feasibility assess design National Watersports Centre	€ -	€ -	€ -	(Anticipated) 2023 - 2024	€ 842,000
Stillorgan Library	New public library in Stillorgan	€ -	€ 73,569	€ -	(Anticipated) 2023 - 2025	€ 4,500,000
Cabinteely Park Projects	Cabinteely Park Priority Projects	€ -	€ -	€ -	(Anticipated) 2025 - 2025	€ 1,250,000
Woodbrook College Pitches	Construction of all weather pitch	€ -	€ 18,463	€ -	(Anticipated) 2025 - 2026	€ 2,500,000
Jamestown Park Projects	New paths/boundary planting/playground/adventure	€ -	€ 7,109	€ -	(Anticipated) 2025 - 2026	€ 1,475,000
Kilbogget Park Sports Building (Detail design)	Replace existing buildings with one shared clubhouse	€ -	€ -	€ -	(Anticipated) 2025 - 2028	€ 500,000
Shanganagh Park Masterplan Projects Phase 1	Progression of Masterplan Phase 1	€ -	€ 101,740	€ -	(Anticipated) 2023 - 2026	€ 1,750,000
Sandyford Urban Open Space	Acquire sites and develop new parks	€ -	€ -	€ -	(Anticipated) 2021 - 2025	€ 7,000,000
Running track & ass. facilities St. Thomas Estate	Multi-use building and running track	€ -	€ -	€ -	(Anticipated) 2023 - 2026	€ 13,250,000
Parks Depots	Upgrade of Depots	€ -	€ -	€ -	(Anticipated) 2024 - 2028	€ 3,000,000
Mounttown Boxing Hall	Multi-use sports building	€ -	€ 6,709	€ -	(Anticipated) 2023 - 2024	€ 800,000
Fernhill Parks and Gardens - Phase 3	Playground, coffee shop, toilets, paths, renewable	€ -	€ 138,280	€ -	(Anticipated) 2022 - 2026	€ 2,000,000
Library & Community Buildings Programme of Works	Upgrade works to libraries and community buildings	€ -	€ -	€ -	(Anticipated) 2023 - 2025	€ 900,000
Samuel Beckett Civic Campus Phase 2	Swimming Pool / Sports Hall Complex	€ -	€ 24,030	€ -	(Anticipated) 2018 - 2030	€ 42,909,400

Expenditure being Considered - Greater than €0.5m (Capital and Current)

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Capital Expenditure Amount in Reference Year (Grant)	Project/Programme Anticipated Timeline	Projected Lifetime Expenditure
Shanganagh Castle Sports Facilities	Provision of community sports facility	€ -	€ -	€ -	(Anticipated) 2025 - 2026	€ 2,600,000
Blackrock Park Masterplan - Phase 2	Projects arising from the Blackrock Park Masterplan	€ -	€ 25,738	€ -	(Anticipated) 2022 - 2025	€ 1,750,000
Dalkey Island (Upgrade Tower & Gun Battery)	Upgrade tower and gun battery on Dalkey Island	€ -	€ -	€ -	(Anticipated) 2025 - 2028	€ 500,000
Glenalbyn Pool	Pool rebuild	€ -	€ -	€ -	(Anticipated) 2023 - 2025	€ 10,000,000
Marlay Golf Redevelopment	Redevelop the overall golf amenity at Marlay	€ -	€ -	€ -	(Anticipated) 2024 - 2026	€ 500,000
Marlay Park Masterplan	Projects arising from the Marlay Park Masterplan	€ -	€ 50,251	€ -	(Anticipated) 2024 - 2026	€ 1,000,000
Stonebridge Road Changing Rooms	Changing rooms, seating, paths and car park	€ -	€ 2,452	€ -	(Anticipated) 2024 - 2026	€ 750,000
Shanganagh Crematorium	Development of a new Crematorium	€ -	€ 27,691	€ -	(Anticipated) 2024 - 2026	€ 6,550,000
Multi Use Community facility development - Blake's site, Stillorgan	Community Sports Hall	€ -	€ -	€ -	(Anticipated) 2021 - 2027	€ 900,000
F02 Operation of Library and Archival Service		€ 779,200	€ -	€ -		€ -
F03 Outdoor Leisure Areas Operations		€ 2,297,900	€ -	€ -		€ -
F05 Operation of Arts Programme		€ 595,300	€ -	€ -		€ -
AGRICULTURE, EDUCATION, HEALTH & WELFARE						
Dun Laoghaire Harbour Walls	East and West Piers Repairs	€ -	€ -	€ -	Projected Post 2024	€ 7,268,300
Dun Laoghaire Harbour - Piers & Berths	Structures for berthing of ships and boats	€ -	€ -	€ -	Projected Post 2024	€ 19,944,000
Dun Laoghaire Harbour - Seawalls & Slipways	Water edge structures excluding the Berths	€ -	€ -	€ -	Projected Post 2024	€ 3,890,000
Dun Laoghaire Harbour - Buildings	Building repairs	€ -	€ -	€ -	Projected Post 2024	€ 2,125,000
Dun Laoghaire Harbour - Landside	Road network	€ -	€ -	€ -	Projected Post 2024	€ 1,100,000
Dun Laoghaire Harbour - Water	Water area within the harbour limits	€ -	€ -	€ -	Projected Post 2024	€ 650,000
G02 Operation and Maintenance of Piers and Harbours		€ 1,098,900	€ -	€ -		€ -
Totals		€ 17,671,000	€ 4,502,944	€ -		€ 469,459,741

Expenditure being Incurred - Greater than €0.5m (Capital and Current)

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Capital Expenditure Amount in Reference Year (Grant)	Project/Programme Anticipated Timeline	Cumulative Expenditure to-date	Projected Lifetime Expenditure (Capital Only)
HOUSING							
Refurb - Park House, Georges Street	Refurbishment & provision of 4 housing units	€ -	€ 268,258	€ -	(Anticipated) 2022 - 2024	€ -	€ 1,740,153
Coast Guard Cottages	Refurbishment of 4 existing properties	€ -	€ 454,381	€ -	(Anticipated) 2022 - 2023	€ -	€ 1,187,617
Infill Housing at Moyola Court	4 Units Infill Housing at Moyola Court	€ -	€ 416,492	€ -	(Anticipated) 2022 - 2023	€ -	€ 1,404,155
Ballyogan Square Phase 1	Construction of 67 housing units	€ -	€ 12,912,601	€ -	(Anticipated) 2021 - 2023	€ 17,010,601	€ 19,049,997
Shanganagh Housing Project	597 dwellings in partnership with the LDA	€ -	€ 2,449,718	€ -	(Anticipated) 2022 - 2025	€ 8,559,786	€ 119,053,000
Rockville Green Glenamuck Road	Construction of 13 no. housing units	€ -	€ 658,396	€ -	(Anticipated) 2021 - 2025	€ 1,656,755	€ 3,811,184
Kiltarnan Close, 55 units		€ -	€ -	€ -	(Anticipated) 2020 - 2024	€ 9,693,727	€ 21,915,000
A01 Maintenance & Improvement of LA Housing Units		€ 18,364,581	€ -	€ -		€ -	€ -
A02 Housing Assessment, Allocation and Transfer		€ 1,506,395	€ -	€ -		€ -	€ -
A03 Housing Rent and Tenant Purchase Administration		€ 1,511,501	€ -	€ -		€ -	€ -
A04 Housing Community Development Support		€ 677,919	€ -	€ -		€ -	€ -
A05 Administration of Homeless Service		€ 4,234,244	€ -	€ -		€ -	€ -
A06 Support to Housing Capital Prog.		€ 7,908,919	€ -	€ -		€ -	€ -
A07 RAS and Leasing Programme		€ 23,346,436	€ -	€ -		€ -	€ -
A08 Housing Loans		€ 2,562,011	€ -	€ -		€ -	€ -
A09 Housing Grants		€ 2,243,490	€ -	€ -		€ -	€ -
A12 HAP Programme		€ 535,124	€ -	€ -		€ -	€ -
ROAD TRANSPORTATION AND SAFETY							
Road Reconstruction Multi Annual Funding	Improvement works to roads & footpaths	€ -	€ -	€ -	Multi Annual	€ -	€ 1,200,000
Accident Investigations Prevention	AIP programme & 30kph Zones advancement	€ -	€ -	€ -	Multi Annual	€ -	€ 1,173,300
Stillorgan Village Movement Framework (Phase 3-4)	Infrastructural & Public Realm improvements	€ -	€ -	€ -	(Anticipated) 2023 - 2024	€ 199,301	€ 4,150,000
Blackglen Road / Harold's Grange Road Improvement	Phase 1 - Blackglen Road	€ -	€ 10,373,981	€ -	(Anticipated) 2021 - 2023	€ 15,175,885	€ 29,830,000
NTA - STMG Active Travel Road Maintenance	NTA - STMG Active Travel Road Maintenance	€ -	€ 1,068,546	€ -	(Anticipated) 2022 - 2024	€ 3,029,610	€ 5,800,000
NTA - STMG Active Travel I&CC	NTA - STMG Active Travel I&CC	€ -	€ 4,320,430	€ -	(Anticipated) 2022 - 2024	€ 4,320,430	€ 7,000,000
NTA - STMG Active Travel Parks	NTA - STMG Active Travel Parks	€ -	€ 529,775	€ -	(Anticipated) 2022 - 2024	€ 637,868	€ 1,000,000
NTA - STMG Active Travel Traffic	NTA - STMG Active Travel Traffic	€ -	€ 838,523	€ -	(Anticipated) 2022 - 2024	€ 838,523	€ 840,000
B01 NP Road - Maintenance and Improvement		€ 1,185,407	€ -	€ -		€ -	€ -
B03 Regional Road - Maintenance and Improvement		€ 1,712,166	€ -	€ -		€ -	€ -
B04 Local Road - Maintenance and Improvement		€ 11,699,645	€ -	€ -		€ -	€ -
B05 Public Lighting		€ 4,557,503	€ -	€ -		€ -	€ -
B06 Traffic Management Improvement		€ 3,838,496	€ -	€ -		€ -	€ -
B08 Road Safety Promotion & Education		€ 935,300	€ -	€ -		€ -	€ -
B09 Car Parking		€ 1,846,339	€ -	€ -		€ -	€ -
B10 Support to Roads Capital Prog		€ 1,631,436	€ -	€ -		€ -	€ -
WATER SERVICES							
C01 Water Supply		€ 5,034,963	€ -	€ -		€ -	€ -
C02 Waste Water Treatment		€ 2,676,650	€ -	€ -		€ -	€ -
C08 Local Authority Water and Sanitary Services		€ 3,774,948	€ -	€ -		€ -	€ -
DEVELOPMENT MANAGEMENT							
Park House (Commercial Unit)	Commercial unit on ground floor	€ -	€ 81,389	€ -	(Anticipated) 2021 - 2024	€ -	€ 678,600
Cherrywood SDZ Infrastructure Commercial/Land Transfers	Commercial/Land Transfer	€ -	€ -	€ -	(Anticipated) 2022 - 2027	€ 10,338,600	€ 10,338,600
Cherrywood URDF (Linear Park & Greenway)	Sub-Project A - Linear Park & Greenway	€ -	€ 116,815	€ -	(Anticipated) 2022 - 2023	€ 405,214	€ 6,345,200
Cherrywood URDF (Tully Park P2)	Sub-Project B - Tully Park P2	€ -	€ 3,815,091	€ -	(Anticipated) 2021 - 2022	€ 5,563,677	€ 5,500,900
Cherrywood URDF (Pond 5a)	Sub-Project D - Pond 5A	€ -	€ 176,147	€ -	(Anticipated) 2022 - 2023	€ 238,654	€ 2,408,700
Cherrywood URDF (Pond 2a)	Sub-Project C - Pond 2A	€ -	€ 49,766	€ -	(Anticipated) 2022 - 2023	€ 140,519	€ 4,014,500
Cherrywood SDZ - Infrastructure Support	Transport, W&D, Green Infrastructure & Project Man	€ -	€ 2,778,588	€ -		€ 6,659,416	€ 8,000,000
D01 Forward Planning		€ 2,230,732	€ -	€ -		€ -	€ -
D02 Development Management		€ 9,178,445	€ -	€ -		€ -	€ -
D03 Enforcement		€ 1,199,913	€ -	€ -		€ -	€ -
D05 Tourism Development and Promotion		€ 673,785	€ -	€ -		€ -	€ -
D06 Community and Enterprise Function		€ 11,173,391	€ -	€ -		€ -	€ -
D08 Building Control		€ 1,629,533	€ -	€ -		€ -	€ -
D09 Economic Development and Promotion		€ 6,030,412	€ -	€ -		€ -	€ -
D10 Property Management		€ 2,036,363	€ -	€ -		€ -	€ -
ENVIRONMENTAL SERVICES							
E02 Recovery & Recycling Facilities Operations		€ 1,963,325	€ -	€ -		€ -	€ -
E03 Waste to Energy Facilities Operations		€ 855,409	€ -	€ -		€ -	€ -
E05 Litter Management		€ 1,550,543	€ -	€ -		€ -	€ -

Expenditure being Incurred - Greater than €0.5m (Capital and Current)

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Capital Expenditure Amount in Reference Year (Grant)	Project/Programme Anticipated Timeline	Cumulative Expenditure to-date	Projected Lifetime Expenditure (Capital Only)
E06 Street Cleaning		€ 6,780,654	€ -	€ -		€ -	€ -
E07 Waste Regulations, Monitoring and Enforcement		€ 934,443	€ -	€ -		€ -	€ -
E09 Maintenance of Burial Grounds		€ 2,476,450	€ -	€ -		€ -	€ -
E10 Safety of Structures and Places		€ 573,202	€ -	€ -		€ -	€ -
E11 Operation of Fire Service		€ 17,440,561	€ -	€ -		€ -	€ -
RECREATION & AMENITY							
Hudson Road Park		€ -	€ 7,071	€ -	(Anticipated) 2021 - 2024	€ 564,394	€ 900,000
Grass Pitch Refurbishment	Refurbishment of Grass Pitches	€ -	€ 4,059	€ -	Multiple Projects	€ 353,753	€ 1,000,000
Myrtle Square & Convent Lane Greening	Civic Space DL Urban Framework Plan	€ -	€ 807,192	€ -	(Anticipated) 2022 - 2023	€ 1,118,513	€ 4,400,000
Dún Laoghaire Carnegie Library	Refurbishment and future use	€ -	€ 32,911	€ -	(Anticipated) 2019 - 2022	€ 357,319	€ 700,000
Shanganagh Castle Preliminary Works	Securing structure and Castle grounds and future use	€ -	€ 235,762	€ -	(Anticipated) 2022 - 2024	€ 235,762	€ 500,000
F02 Operation of Library and Archival Service		€ 10,152,122	€ -	€ -		€ -	€ -
F03 Outdoor Leisure Areas Operations		€ 14,732,612	€ -	€ -		€ -	€ -
F04 Community Sport and Recreational Development		€ 4,070,269	€ -	€ -		€ -	€ -
F05 Operation of Arts Programme		€ 5,341,183	€ -	€ -		€ -	€ -
F06 Agency & Recoupable Services		€ 1,196,492	€ -	€ -		€ -	€ -
AGRICULTURE, EDUCATION, HEALTH & WELFARE							
Bray Landfill Coastal Defence	Coastal Protection at the old landfill North of Bray	€ -	€ 1,655,466	€ -	(Anticipated) 2019 - 2023	€ 2,111,744	€ 2,440,000
Coliemore Harbour	Remedial Works	€ -	€ 65,722	€ -	(Anticipated) 2023 - 2024	€ 292,515	€ 1,075,000
Berth 2 Fender Replacement	Replacement of Fenders on Berth 2 following damage	€ -	€ 413,023	€ -	(Anticipated) 2023 - 2024	€ 602,789	€ 791,000
G02 Operation and Maintenance of Piers and Harbours		€ 4,121,095	€ -	€ -		€ -	€ -
G04 Veterinary Service		€ 550,764	€ -	€ -		€ -	€ -
MISCELLANEOUS SERVICES							
H03 Administration of Rates		€ 9,052,391	€ -	€ -		€ -	€ -
H09 Local Representation/Civic Leadership		€ 2,545,745	€ -	€ -		€ -	€ -
H11 Agency & Recoupable Services		€ 5,468,414	€ -	€ -		€ -	€ -
Totals		€ 225,741,721	€ 44,530,101	€ -		€ 90,105,354	€ 268,246,906

Projects/Programmes Completed or discontinued in the reference year - Greater than €0.5m (Capital and Current)

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Amount in Reference Year (Grant)	Project/Programme Completion Date	Final Outturn Expenditure
HOUSING						
CALF	Capital Asset Leasing Facility	€ -	€ 16,307,659	€ -	2022	€ 16,307,659
Part V		€ -	€ 7,384,323	€ -	2022	€ 7,384,323
SHIP		€ -	€ 584,779	€ -	2022	€ 1,312,373
CAS	Capital Assistance Scheme	€ -	€ 6,328,161	€ -	2022	€ 6,328,161
Enniskerry Road Housing Construction		€ -	€ 351,540	€ -	2022	€ 4,957,439
ROAD TRANSPORTATION AND SAFETY						
Rochestown Avenue (Interim Works)	Roads & footpaths with redevelopment of NRC	€ -	€ 100	€ -	2022	€ 205,394
Woodbrook/Shanganagh - Access Road/Avenue	Road improvement supporting housing development	€ -	€ 217,726	€ -	2022	€ 217,726
RECREATION & AMENITY						
Public Realm - Dun Laoghaire Baths Refurb (Phase 1)	Studio space for artists, gallery, café & toilet	€ -	€ 9,543,899	€ -	2022	€ 18,939,000
County wide grass & all weather pitches	Upgrade of pitches & future development	€ -	€ 543,141	€ -	2022	€ 543,141
Rosemont School Pitches and Car Park	Upgrade existing pitch for multi-use	€ -	€ 524,678	€ -	2022	€ 524,678
AGRICULTURE, EDUCATION, HEALTH & WELFARE						
Cruise Ship Tendering Pontoon	New pontoon to allow Cruise Ship Tendering at Berth 4	€ -	€ 554,459	€ -	2022	€ 617,147
Totals		€ -	€ 42,340,465	€ -		€ 57,337,042

Appendix B

Checklist 1 – To be completed in respect of general obligations not specific to individual projects/programmes

General Obligations not specific to individual projects/programmes	Self-Assessed Compliance Rating: 1 - 3	Discussion/Action Required
1.1 Does the local authority ensure, on an on-going basis, that appropriate people within the organisation and its agencies are aware of their requirements under the Public Spending Code (incl. through training)?	3	The requirements of the PSC were brought to attention of relevant staff in 2022.
1.2 Has internal training on the Public Spending Code been provided to relevant staff?	3	
1.3 Has the Public Spending Code been adapted for the type of project/programme that your organisation is responsible for, i.e., have adapted sectoral guidelines been developed?	3	A specific Guidance Note was developed for the Local Government Sector in relation to the QA process. New structures have been developed for dlr.
1.4 Has the organisation in its role as Approving Authority satisfied itself that agencies that it funds comply with the Public Spending Code?	N/A	As dlr not a Sanctioning Authority
1.5 Have recommendations from previous QA reports (incl. spot checks) been disseminated, where appropriate, within the organisation and to agencies?	2	Relevant departments take cognisance of recommendations in these reports
1.6 Have recommendations from previous QA reports been acted upon?	2	
1.7 Has an annual Public Spending Code QA report been submitted to and certified by the Chief Executive Officer, submitted to NOAC and published on the Local Authority's website?	3	Yes
1.8 Was the required sample of projects/programmes subjected to in-depth checking as per step 4 of the QAP?	3	Yes

<p>1.9 Is there a process in place to plan for ex post evaluations? Ex-post evaluation is conducted after a certain period has passed since the completion of a target project with emphasis on the effectiveness and sustainability of the project.</p>	2	<p>Informal processes have always been in place. Formal processes are currently being implemented.</p>
<p>1.10 How many formal evaluations were completed in the year under review? Have they been published in a timely manner?</p>	N/A	
<p>1.11 Is there a process in place to follow up on the recommendations of previous evaluations?</p>	2	<p>A Project Governance Board and Sub Group is in place to provide a governance framework for Capital Projects in dlr. It has done considerable work at approval, monitoring and funding stages of projects and post project reviews are now an important focus of this board.</p>
<p>1.12 How have the recommendations of reviews and ex post evaluations informed resource allocation decisions?</p>	2	

❖ The scoring mechanism for the above checklists is as follows:

- Scope for significant improvements = a score of 1
- Compliant but with some improvement necessary = a score of 2
- Broadly compliant = a score of 3

Checklist 2 – To be completed in respect of capital projects/programmes & capital grant schemes that were under consideration in the past year

Capital Expenditure being Considered – Appraisal and Approval	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
2.1 Was a Strategic Assessment Report (SAR) completed for all capital projects and programmes over €10m?	3	A business case that addresses corporate objectives is prepared for all projects
2.2 Were performance indicators specified for each project/programme which will allow for a robust evaluation at a later date? Have steps been put in place to gather performance indicator data?	2	Monthly project status reports submitted to Public Realm Group
2.3 Was a Preliminary and Final Business Case, including appropriate financial and economic appraisal, completed for all capital projects and programmes?	3	
2.4 Were the proposal objectives SMART and aligned with Government policy including National Planning Framework, Climate Mitigation Plan etc?	3	
2.5 Was an appropriate appraisal method and parameters used in respect of capital projects or capital programmes/grant schemes?	3	
2.6 Was a financial appraisal carried out on all proposals and was there appropriate consideration of affordability?	3	
2.7 Was the appraisal process commenced at an early enough stage to inform decision making?	3	
2.8 Were sufficient options analysed in the business case for each capital proposal?	3	
2.9 Was the evidence base for the estimated cost set out in each business case? Was an appropriate methodology used to estimate the cost? Were appropriate budget contingencies put in place?	3	
2.10 Was risk considered and a risk mitigation strategy commenced?	3	

Was appropriate consideration given to governance and deliverability?		
2.11 Were the Strategic Assessment Report, Preliminary and Final Business Case submitted to DPER for technical review for projects estimated to cost over €100m?	3	Yes, where relevant
2.12 Was a detailed project brief including design brief and procurement strategy prepared for all investment projects?	3	
2.13 Were procurement rules (both National and EU) complied with?	3	
2.14 Was the Capital Works Management Framework (CWMF) properly implemented?	3	
2.15 Were State Aid rules checked for all support?	3	
2.16 Was approval sought from the Approving Authority at all decision gates?	3	
2.17 Was Value for Money assessed and confirmed at each decision gate by Sponsoring Agency and Approving Authority?	3	
2.18 Was approval sought from Government through a Memorandum for Government at the appropriate decision gates for projects estimated to cost over €100m?	3	

- ❖ The scoring mechanism for the above checklists is as follows:
 - Scope for significant improvements = a score of 1
 - Compliant but with some improvement necessary = a score of 2
 - Broadly compliant = a score of 3

Checklist 3 – To be completed in respect of new current expenditure under consideration in the past year

Current Expenditure being Considered – Appraisal and Approval	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
3.1 Were objectives clearly set out?	3	Expenditure considered as part of 2022 Budget Process
3.2 Are objectives measurable in quantitative terms?	3	Yes
3.3 Was a business case, incorporating financial and economic appraisal, prepared for new current expenditure proposals?	3	Yes, a robust process is in place to consider any additional expenditure before it is approved
3.4 Was an appropriate appraisal method used?	3	Yes, a robust process is in place to consider any additional expenditure before it is approved
3.5 Was an economic appraisal completed for all projects/programmes exceeding €20m or an annual spend of €5m over 4 years?	N/A	
3.6 Did the business case include a section on piloting?	N/A	
3.7 Were pilots undertaken for new current spending proposals involving total expenditure of at least €20m over the proposed duration of the programme and a minimum annual expenditure of €5m?	N/A	
3.8 Have the methodology and data collection requirements for the pilot been agreed at the outset of the scheme?	N/A	
3.9 Was the pilot formally evaluated and submitted for approval to the relevant Vote Section in DPER?	N/A	
3.10 Has an assessment of likely demand for the new scheme/scheme extension been estimated based on empirical evidence?	3	Yes

3.11 Was the required approval granted?	3	Approved by Council in accordance with the relevant statutory requirements
3.12 Has a sunset clause been set?	N/A	
3.13 If outsourcing was involved were both EU and National procurement rules complied with?	N/A	
3.14 Were performance indicators specified for each new current expenditure proposal or expansion of existing current expenditure programme which will allow for a robust evaluation at a later date?	2	
3.15 Have steps been put in place to gather performance indicator data?	2	Systems are in place for gathering of data to assess effectiveness of schemes where appropriate

❖ The scoring mechanism for the above checklists is as follows:

- Scope for significant improvements = a score of 1
- Compliant but with some improvement necessary = a score of 2
- Broadly compliant = a score of 3

Checklist 4 – To be completed in respect of capital projects/programmes & capital grants schemes incurring expenditure in the year under review

Incurring Capital Expenditure	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
4.1 Was a contract signed and was it in line with the Approval given at each Decision Gate?	3	
4.2 Did management boards/steering committees meet regularly as agreed?	3	
4.3 Were programme co-ordinators appointed to co-ordinate implementation?	3	
4.4 Were project managers, responsible for delivery, appointed and were the project managers at a suitably senior level for the scale of the project?	3	
4.5 Were monitoring reports prepared regularly, showing implementation against plan, budget, timescales and quality?	2	
4.6 Did projects/programmes/grant schemes keep within their financial budget and time schedule?	2	
4.7 Did budgets have to be adjusted?	3	
4.8 Were decisions on changes to budgets / time schedules made promptly?	2	
4.9 Did circumstances ever warrant questioning the viability of the project/programme/grant scheme and the business case (exceeding budget, lack of progress, changes in the environment, new evidence, etc.)?	3	
4.10 If circumstances did warrant questioning the viability of a project/programme/grant scheme, was the project subjected to adequate examination?	3	

4.11 If costs increased or there were other significant changes to the project was approval received from the Approving Authority?	3	
4.12 Were any projects/programmes/grant schemes terminated because of deviations from the plan, the budget or because circumstances in the environment changed the need for the investment?	N/A	

- ❖ The scoring mechanism for the above checklists is as follows:
 - Scope for significant improvements = a score of 1
 - Compliant but with some improvement necessary = a score of 2
 - Broadly compliant = a score of 3

Checklist 5 – To be completed in respect of current expenditure programmes incurring expenditure in the year under review

Incurring Current Expenditure	Self-Assessed Compliance Rating: 1 -3	Comment/Action Required
5.1 Are there clear objectives for all areas of current expenditure?	3	Outlined in Annual Budget, Department Business plans, Annual works programmes, Annual Service Delivery Plan and Performance Indicators
5.2 Are outputs well defined?	3	Financial Management System, Budget Review, Correspondence with users (CRM), Corporate Plan, PMDS, Annual Report, NOAC Performance Indicators Report (annual) and Annual Service Plan
5.3 Are outputs quantified on a regular basis?	3	Targets, Goals & Objectives are established at start of each year and are monitored on an on-going and continuous basis throughout year through regular scheduled meetings and through continuous contact with relevant staff within departments
5.4 Is there a method for monitoring efficiency on an ongoing basis?	3	Financial Management System, Budget Review, Correspondence with users (CRM), Corporate Plan, PMDS, Annual Report, NOAC Performance Indicators Report (annual) and Annual Service Plan
5.5 Are outcomes well defined?	3	Financial Management System, Budget Review, Correspondence with users (CRM), PMDS, Annual Report, Performance Indicators Report (annual) & Annual Service Plan.
5.6 Are outcomes quantified on a regular basis?	3	Yes, regular review of performance
5.7 Are unit costings compiled for performance monitoring?	3	
5.8 Are other data compiled to monitor performance?	2	

5.9 Is there a method for monitoring effectiveness on an on-going basis?	3	Structured departmental meetings are held to assess and review performance against targets/goals/objectives. Through the National Performance Indicators, the Council's performance is measured against other authorities. The Council's Service Delivery Plan also specifies objectives for the Department. Reports through Customer Relationship Management System (CRM)
5.10 Has the organisation engaged in any other 'evaluation proofing' ¹ of programmes/projects?	2	Dlr has an Internal Audit Section in place who report to an Audit Committee and LGAS audit requests

❖ The scoring mechanism for the above checklists is as follows:

- Scope for significant improvements = a score of 1
- Compliant but with some improvement necessary = a score of 2
- Broadly compliant = a score of 3

⁺¹ Evaluation proofing involves checking to see if the required data is being collected so that when the time comes a programme/project can be subjected to a robust evaluation. If the data is not being collected, then a plan should be put in place to collect the appropriate indicators to allow for the completion of a robust evaluation down the line.

Checklist 6 – To be completed in respect of capital projects/programmes & capital grant schemes discontinued and/or evaluated during the year under review

Capital Expenditure Recently Completed	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
6.1 How many Project Completion Reports were completed in the year under review?	N/A	
6.2 Were lessons learned from Project Completion Reports incorporated into sectoral guidance and disseminated within the Sponsoring Agency and the Approving Authority?	2	
6.3 How many Project Completion Reports were published in the year under review?	N/A	
6.4 How many Ex-Post Evaluations were completed in the year under review?	N/A	
6.5 How many Ex-Post Evaluations were published in the year under review?	N/A	
6.6 Were lessons learned from Ex-Post Evaluation reports incorporated into sectoral guidance and disseminated within the Sponsoring Agency and the Approving Authority?	N/A	
6.7 Were Project Completion Reports and Ex-Post Evaluations carried out by staffing resources independent of project implementation?	N/A	
6.8 Were Project Completion Reports and Ex-Post Evaluation Reports for projects over €50m sent to DPER for dissemination?	N/A	

- ❖ The scoring mechanism for the above checklists is as follows:
 - Scope for significant improvements = a score of 1
 - Compliant but with some improvement necessary = a score of 2
 - Broadly compliant = a score of 3

Checklist 7 – To be completed in respect of current expenditure programmes that reached the end of their planned timeframe during the year or were discontinued

Current Expenditure that (i) reached the end of its planned timeframe or (ii) was discontinued	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
7.1 Were reviews carried out of current expenditure programmes that matured during the year or were discontinued?	N/A	No services ceased in 2022
7.2 Did those reviews reach conclusions on whether the programmes were efficient?	N/A	No services ceased in 2022
7.3 Did those reviews reach conclusions on whether the programmes were effective?	N/A	No services ceased in 2022
7.4 Have the conclusions reached been taken into account in related areas of expenditure?	N/A	No services ceased in 2022
7.5 Were any programmes discontinued following a review of a current expenditure programme?	N/A	No services ceased in 2022
7.6 Were reviews carried out by staffing resources independent of project implementation?	N/A	No services ceased in 2022
7.7 Were changes made to the organisation's practices in light of lessons learned from reviews?	N/A	No services ceased in 2022

Notes:

- ❖ The scoring mechanism for the above checklists is as follows:
 - Scope for significant improvements = a score of 1
 - Compliant but with some improvement necessary = a score of 2
 - Broadly compliant = a score of 3
- ❖ For some questions, the scoring mechanism is not always strictly relevant. In these cases, it is appropriate to mark as N/A and provide the required information in the commentary box as appropriate.
- ❖ The focus should be on providing descriptive and contextual information to frame the compliance ratings and to address the issues raised for each question. It is also important to provide summary details of key analytical outputs covered in the sample for those questions which address compliance with appraisal/evaluation requirements i.e. the annual number of appraisals (e.g. Cost Benefit Analyses or Multi Criteria Analyses), evaluations (e.g. Post Project Reviews). Key analytical outputs undertaken but outside of the sample should also be noted in the report.

Quality Assurance – In Depth Check

Section A: Introduction

This introductory section details the headline information on the programme or project in question.

Programme or Project Information	
Name	Blackglen Road Improvement Scheme
Detail	The Blackglen Road Improvement Scheme is made up of seven interlinked sections of road with a total length of approximately 2 kilometres. The scheme commences at Lamb's Cross Junction (R117) and extends to the junction with Ticknock Road. It also includes upgrades at the tie-in roads at Lambs Cross, Enniskerry Road, Sandyford Road, Hillcrest Road and Ticknock Road. The scheme includes upgrades to two traffic signalled junctions at Lamb's Cross (Blackglen Road/Sandyford Road/Hillcrest Road/Enniskerry Road) and to the junction of Harold's Grange Road/Grange Road/College Road/Kellystown Road. Works include a new toucan crossing on Blackglen Road.
Responsible Body	Dùn Laoghaire-Rathdown County Council
Current Status	Expenditure Being Incurred
Start Date	Preliminary design work for the scheme commenced in 2005. The scheme was formally suspended in 2011 due to the economic downturn and recommenced in 2015. Works commenced on site on 20 th September 2021.
End Date	Anticipated Completion Date is Quarter 3 2023
Overall Cost	€35,880,800 (Capital Programme 2023-2025)

Project Description

The Blackglen Road Improvement Scheme is included as a six-year road objective in the Dún Laoghaire-Rathdown County Development Plan 2016-2022 and in the Dún Laoghaire-Rathdown County Development Plan 2022-2028. The County Cycle Network includes the provision of cycle tracks on Blackglen Road. The existing Blackglen Road was sub-standard in design and had no footpaths or cycle tracks and many property entrances had limited sight lines onto the road. The scheme will provide a safer road with new footpaths and cycle tracks on both sides of Blackglen Road and includes new public lighting signage and lining.

The scheme also includes the provision of a new set of pedestrian signals on Blackglen Road adjacent to the junction with Ticknock Road and an upgraded set of traffic signals at Lamb's Cross and at the junction of Harold's Grange Road/Kellystown Road/College Road/Grange Road. These traffic signals will control the revised layout for the junction which includes the provision of a right turn lane on Grange Road. The revised layout and upgraded traffic signals will alleviate the daily queuing on the approach roads. The scheme will upgrade the local road network, outlined below, which joins Lamb's Cross to Enniskerry, Sandyford, Ticknock, the Dublin Mountains and onwards to Leopardstown Road (M50). The scheme will also provide suitable roads to facilitate new housing developments which may be constructed on lands zoned residential in the County Development Plan.

The scheme includes the following elements:

- An upgrade of Blackglen Road (approximately 1,400 metres in length) from Lamb's Cross on Enniskerry Road to the junction with Ticknock Road and the M50 overbridge
- An upgrade to a section of the Enniskerry Road (approximately 140 metres in length) from Lamb's Cross to Slate Cabin Lane, including a section of Slate Cabin Lane (as part of the junction upgrade with Enniskerry Road)
- An upgrade to a section of Sandyford Road (approximately 300 metres in length) from Lamb's Cross to Lamb's Brook Estate
- An upgrade to a section of Hillcrest Road (approximately 90 metres in length) from Lamb's Cross to the existing bridge/culvert, east of the entrance to Hillcrest Downs
- An upgrade to the junction of Harold's Grange Road/College Road/Grange Road/Kellystown Road, including a section of Grange Road, to provide a right turn lane as part of the junction upgrade.

The associated works include:

- Pavement works, including footways and cycleways.
- Upgrading of existing signalised junctions at Lamb's Cross and Grange. Road/Harold's Grange Road/Kellystown Road/College Road.
- New toucan crossing on Blackglen Road.
- Upgrading of bus stops on Blackglen Road, Sandyford Road and Enniskerry Road.
- Earthworks including excavations and embankment construction.
- Kerb and gully drainage.
- Attenuation culvert extensions.
- Traffic signs and road markings.

- Existing service diversions and proposed services including ESB overhead and underground, Eir underground, Virgin Media diversions.
- Foul water, surface water.
- Public lighting, including new lighting columns.
- New public lighting ducts.
- ESB mini pillars.
- Traffic and spare ducting accommodation works for affected landowners including retaining walls.
- Landscaping.

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal audit have completed a Programme Logic Model (PLM) for the Blackglen Road Improvement Scheme.

Objectives	Inputs	Activities	Outputs	Outcomes
<p>The Blackglen Road Improvement Scheme will provide a safer road with footpaths and cycle tracks on both sides of Blackglen Road. There are only very short lengths of footpath on one side of the road at present which are approximately 5% of the overall road.</p> <p>Standard sight distance will be provided at entrances to properties. A considerable number of properties have virtually no sight distance.</p> <p>New footpaths and cycle tracks will encourage the use of sustainable modes of transport.</p> <p>The scheme will provide suitable roads to facilitate new housing developments which may be constructed on lands zoned residential in the County Development.</p>	<p>Funding for the scheme is included in the council's Capital Programme 2022-2024 and capital programme 2023-2025 and is derived from</p> <ul style="list-style-type: none"> • Section 48 development contributions • NTA funding • Irish Water • Dlr self-funding <p>Appropriate Council staffing resources.</p> <p>Appropriate external professional/technical resources.</p> <p>Acquisitions.</p>	<p>The Activities delivered to date include:</p> <p>Completed tender process for engineering consultancy services.</p> <p>Part 8 Planning Process.</p> <p>Preparation of Compulsory Purchase Order submission.</p> <p>Preparation of Notices to Treat and Notices to Enter.</p> <p>Procurement of Construction Contractor.</p>	<p>Part 8 Environmental Report prepared by consultant engineers.</p> <p>Design work up to tender for contractor was carried out by the consultant engineers.</p> <p>An Bord Pleanála confirmed approval for the scheme and Compulsory Purchase Order for land acquisitions.</p> <p>Notices to treat/Notices to enter issued to interested parties.</p> <p>Commencement of construction.</p>	<p>The provision of footpaths, cycle lanes/tracks, pedestrian/cyclists (toucan) traffic signals, the required standard of sight distance at junctions and entrances, improved public lighting, signing, and lining will increase safety for pedestrians and cyclists and all other road users.</p> <p>The removal of several sub-standard bends in the road alignment will provide better visibility and much improved stopping sight distances.</p> <p>The provision of cycle tracks will encourage the use by cyclists for commuting or for leisure purposes. This is in line with the aims of Smarter Travel.</p> <p>Pedestrians and cyclists living on the improved roads or from adjoining areas can safely use the roads, footpaths and cycle tracks to access Marlay Park, the Dublin mountains and other sport clubs and facilities.</p> <p>It will facilitate residents to walk along the road and access the retail businesses, community centre, and schools at Lamb's Cross and on Enniskerry Road.</p> <p>The Blackglen Road Improvement Scheme will greatly improve the road's ability to act as an alternative detour route for the M50 when there is major congestion following for instance, an accident on the M50 northbound carriageway.</p>

Description of Programme Logic Model

Objectives: The overall principal aims and objectives of the Blackglen Road Improvement Scheme are as follows:

The scheme will provide a footpath and cycle track on both sides of Blackglen Road. Currently there are very short lengths of footpath on one side of the road (approx. 5% of the overall road). The scheme will encourage the use of sustainable modes of transport. Standard sight distance will be provided at entrances to properties. A considerable number of properties have virtually no sight distances. The scheme will provide suitable roads to facilitate new housing developments which may be constructed on lands zoned residential in the County Development Plan.

Inputs: The scheme requires funding from the following sources: Section 48 development contributions, National Transport Authority which acts under the aegis of the Department of Transport, Irish Water and dlr self-funding. Development contributions account for the majority of the funding followed by grant funding. Staffing resources from within the Council's Infrastructure and Climate Change Department and external services provided by professional/technical companies are required to progress this scheme.

Activities: Key activities carried out include procurement of a consultant engineer, Initial Part 8 Planning Approval in 2007 and revised Part 8 Planning Approval in 2016, preparation of Compulsory Purchase Order, preparation of Notices to Treat and Notices to Enter and the procurement of the contractor for the works.

Outputs: Having carried out the identified activities using the inputs, the outputs of the scheme included the consultant engineers' Part 8 environmental report and design work up to tender stage. Outputs also included confirmation of the Compulsory Purchase Order by An Bord Pleanála and Notices to Treat and Notices to Enter were issued to interested parties before works commenced on site.

Outcomes: The envisaged outcome of the scheme will be to improve safety and improve connectivity. The provision of footpaths, cycle lanes/tracks, pedestrian/cyclists (toucan) traffic signals, required standard of sight distances at junctions and entrances, improved public lighting, signing, and lining will greatly increase safety for pedestrians and cyclists and all other road users. The removal of several sub-standard bends in the road alignment will provide much improved stopping sight distances.

The provision of cycle tracks will encourage use by cyclists for commuting or for leisure purposes. This is in line with the aims of Smarter Travel.

Pedestrians and cyclists living on the improved roads or from adjoining areas can safely use the roads, footpaths and cycle tracks to access Marlay Park, the Dublin mountains and other sport clubs and facilities. It will facilitate residents to walk along the road and access the retail businesses, community centre, and schools at Lamb's Cross and on Enniskerry Road.

The Blackglen Road Improvement Scheme will greatly improve the road's ability to act as an alternative detour route for the M50 when there is major congestion following for instance, an accident on the M50 northbound carriageway.

Section B - Step 2: Summary Timeline of Project/Programme

The following section tracks the Blackglen Road Improvement Scheme from inception to on-site in terms of major project milestones.

Date	Project Milestone
2005	Preliminary design work commenced. It was delivered by the Council's Road Projects Office.
November 2007	Initial Part 8 approved. It was designed in-house with some outside specialist reports for the environmental sections of the Part 8 report.
February 2008	Consultant engineers were appointed for the detailed design stage.
2011	Due to the economic downturn the scheme was formally suspended.
2014	Works were carried out by Traffic Section to change layout of the junction at College Road/Grange Road including a new entrance into Marlay Park and it was agreed that 70% of this cost would be coded to the Blackglen Road Improvement Scheme as these works were beneficial to the scheme even though it was suspended at that time.
2015	Scheme recommenced using the consultant engineers appointed in 2008.
June 2016	Revised Part 8 approved.
2018/2019	CPO submitted to An Bord Pleanála in 2018 and approved on 13 th February 2019.
July 2020	The dlr Projects Governance Board (PGB) granted approval to serve Notice to Treat and Approval Stage 3 to issue to tender.
August 2020	Notices to Treat served to interested parties.
June 2021	The dlr Projects Governance Board (PGB) granted Approval Stage 4 to award contract.
July 2021	Notices to Enter served to interested parties.
August 2021	Award of Contract to Successful Tenderer.
September 2021	Works started on site 20 th September 2021.
April 2022	The dlr Projects Governance Board (PGB) granted Approval Stage 5 – mid-term project review, approving changes to the scope and budget.
October 2022	The dlr Projects Governance Board reviewed and approved the draft Capital Programme 2023-2025 which included total project costs of €35,880,800 for the Blackglen Road Improvement Scheme.

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Blackglen Road Improvement Scheme.

Project/Programme Key Documents	
Title	Details
1. Report to Council submitted in accordance with Part 8, Article 81 of the Planning and Development Regulations, 2001, (as amended) and Section 138 of the Local Government Act, 2001 (as amended)	The proposed works being carried out were approved under the Part 8 procedure.
2. Business Case Proposal and Approvals Checklist	Internal documents – submitted to the dlr Projects Governance Board.
3. CPO for Land Acquisition	Confirmation of the 'Dun Laoghaire-Rathdown County Council Compulsory Purchase Order (Blackglen Road Improvement Scheme) Order 2018' was granted by An Board Pleanála on 13 th February 2019.
4. Tender documents for construction contract services	A signed contract was entered into between the main works contractor and dlr.
5. Minutes of Monthly Progress Meetings	Reported progress on construction works.
6. Financial Reporting and Cost Control	The financial status of the overall scheme was updated regularly on the Council's Capital Tracker Dashboard. The necessary financial data is available on Agresso.

Key Document 1: Report to Council submitted in accordance with Part 8 of the Planning and Development Regulations, 2001, (as amended)

The report to council outlines the proposed works, zoning, and the objectives of the scheme as well as the predicted impact of the scheme for the residents and the community in the area. The Appropriate Assessment Screening determined that a Stage II Appropriate Assessment was not required. While it was determined that an Environmental Impact Statement was not required for the scheme a comprehensive Part 8 Environmental Report was prepared.

The proposed development was considered to be in accordance with the provisions of the 2016-2022 Dún Laoghaire-Rathdown County Development Plan, and with the proper planning and sustainable development of the area and was approved by Elected Members in June 2016.

Key Document 2: Business Case Proposal and Approvals Checklist

The Business Case gives an overview of the scheme by setting out the project vision, benefits, key roles, project scope, options considered, costs and resources, climate change and energy management, SMART and digital transformation, age friendly strategy, timescale, complexity and initial risks.

The Business Case was brought to the dlr Projects Governance Board for approval. The scheme received sanction from the Board at different intervals for Approval Stage 3 (to issue tender), Approval Stage 4 (to award contract) and Approval Stage 5 (mid-term project review).

Key Document 3: CPO for Land Acquisition

A Compulsory Purchase Order was required for the scheme and was submitted to An Bord Pleanála in 2018. Confirmation of the 'Dún Laoghaire-Rathdown County Council Compulsory Purchase Order (Blackglan Road Improvement Scheme Order 2018)' was granted by An Bord Pleanála on the 13th February 2019. Notices to Treat were served to the interested parties in August 2020 and Notices to enter were served to the interested parties in July 2021.

Key Document 4: Tender Documents for Construction Contract Services

The provision of construction contract services for the Blackglan Road Improvement Scheme works was procured by means of an open procedure. Tender documents were advertised on eTenders and in the EU Journal on the 13th November 2020. Seven contractors submitted tenders prior to the deadline of 26th February 2021. The consultant engineer carried out the tender assessment and prepared a tender assessment report recommending appointment of the tenderer who had submitted the most economically advantageous tender.

A Tender Assessment Board was appointed to review the consultant engineer's tender assessment report and the Board concurred with the consultant engineer's recommendation. The Tender Assessment Board held a clarification meeting with the most economically advantageous tenderer on the 17th May 2021 and recommended that the agreed minutes of this clarification meeting, which were signed by both parties, should be attached as a condition of the Contract Award. A contract was entered into with the

successful tenderer in September 2021. Two copies of the contract documents were signed and sealed by both parties.

The tender documents for the construction contract listed an 18-month construction period from September 2021. Delays to the contract have extended the finish time to Quarter 3 2023. Delays to the contract have resulted from issues such as time taken to get utility services diversions carried out, major additional works for Irish Water and additional works and difficulties in carrying out some of the accommodation works and additional works for residents.

Key Document 5: Minutes of Monthly Progress Meetings

During construction works regular progress meetings were held with the contractor to manage the project. Minutes of these meetings are on file from 1st October 2021 to 15th December 2022. Meetings were attended by Capital Projects staff, the contractor and consultant engineer, where required.

Key Document 6: Financial Reporting and Cost Control

The financial status of the project is updated regularly on the Council's Capital Tracker Dashboard. A Public Realm Status Report incorporating all updates on the project is provided at the monthly Public Realm meeting attended by the Chief Executive and senior management. Financial data is also available on Agresso which can be used to monitor the expenditure and income of the project.

The budget for the project is included in the Council's Programme of Capital Projects. The total cost of the project per the Capital Programme 2018-2020 was €22.73m. This had increased to €29.83m in the Capital Programme 2022-2024. The draft Capital Programme 2022-2024 was reviewed by the dlr Projects Governance Board in November 2021.

When the Approval Stage 5 application (mid-term project review) was submitted to the dlr Projects Governance Board in April 2022, the cost of the project had increased to €31.11m. The increase in costs was due to provision for additional work carried out by the consultant engineers on design changes required for construction of the scheme (0.09M), an estimated allowance for claims submitted by the contractor mainly due to time delays in their programme (0.5M), an increase in construction costs for a foul sewer upgrade which will be funded by Irish Water (0.25M), project management and site supervision costs (0.15M), increased costs related to traffic lights installation, Active School measures and additional utility services (0.29M). As a result of contractor claims, the original contract sum for construction costs was increased by 0.75M, an increase of 6%. This increased cost and the Approval Stage 5 application (mid-term project review) was approved by the dlr Projects Governance Board in April 2022. A Chief Executive Order approving this increase in the contract sum was approved in May 2023. It was noted there were no further reports brought to the dlr Projects Governance Board about increases in project costs arising from construction, design, or other costs from May to December 2022. From a review of the Capital Programme 2023-2025, the project had increased to €35,880,800. This programme which included the total projected costs for each project was reviewed by the dlr Projects Governance Board in October 2022.

We were informed by Capital Projects Office staff that it is proposed to inform the dlr Projects Governance Board about the increased project costs from April 2022 to-date and to prepare a Chief Executive Order approving the increases.

Review of sample payments by Internal Audit to assess compliance with purchasing regulations and procurement guidelines:

- All payments to the main construction contractor were reviewed. There was full compliance with dlr purchasing and procurement regulations. Details of contractor's payment certificates and valuations were on file.
- All payments to the main consultant engineer were reviewed. There was full compliance with dlr purchasing and procurement regulations. It was noted that there are several Chief Executive Orders authorising increases to the original fee of €568,700 (incl VAT) that was payable to the consultant engineers when appointed in 2008. By 31st December 2022, the consultant engineers had been paid a total of €1.56m. The increase in fees since 2015 are due to a combination of the following: a new brief and fees negotiated in 2015 with the consultant engineer to restart the project to include work on a revised Part 8 and CPO; a further revised brief and fees negotiated in 2019 to continue the project to tender document stage; in 2020 the consultant engineer submitted additional fees for carrying out significant design work in relation to adjustments to accommodation work drawings; fees as a consequence of changes to EU procurement rules from 2008 to 2019, tender preparation and assessment costs, NTA grant cost appendices, Supervisor/Construction (ER Role) costs; work carried out on a number of design changes required for the construction of the project (approved in March 2022 following the award of the contract).
- While Chief Executive Orders are in place for these increases, it was not clear in the text of the Chief Executive orders recommendation or in the order section that this was an increase to the original fee and not a payment for services not associated with the original appointment of the consultant engineer.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Blackglen Road Improvement Scheme. It evaluates whether appropriate data is available for the future evaluation of the project.

Data Required	Use	Availability
Business Case Proposal and Approval Checklist	To determine the need and feasibility of the project and seek sanction to carry out works	On file
Chief Executive Orders detailing appointment of consultant engineer and main contractor	Details adherence with national and local procurement regulations	On file
Minutes of monthly progress meetings	Reports progress on the construction stage and is a tool to manage the project	On file

Data Availability and Proposed Next Steps

The data audit presented above details the type of information that is currently available if this project is selected to undergo further review. It is the opinion of Internal Audit that dlr is collecting relevant data that will enable future evaluation of the Blackglen Road Improvement Scheme.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions.

Does the delivery of the project/programme comply with the standards set out in the Public Spending Code? (Appraisal Stage, Implementation Stage and Post-Implementation Stage)

Compliance with the standards of the public spending code is set out below.

Appraisal Stage

This phase of the project complied with the Department of Finance Guidelines for the Appraisal and Management of Capital Expenditure Proposals in the Public Sector, which the project had to adhere to at the time of the original appraisal and suspension of the project. When the project recommenced in 2015 the project was subject to the standards set out in the Public Spending Code requirements for capital expenditure '*The Public Spending Code: Expenditure Planning, Appraisal & Evaluation in the Irish Public Service – Standard Rules & Procedures* dated September 2013 and the new guide which replaced it in December 2019, '*Public Spending Code, A Guide to Evaluating Planning and Managing Public Investment.*'

Tendering and appointment of the main consultant engineer was carried out in accordance with national procedures. The appointment was subject to the conditions set out in the 'Department of Finance Government Standard Conditions of Engagement for Construction Consultants.' A brief for the appointment of consultant engineers was prepared and sent to firms on a short list for the Road Design and Construction projects, as part of a Multiple Framework Agreement. A Tender Assessment Board marked the tenders, and a Chief Executive Order approved the appointment of the main consultant in February 2008 to carry out detailed design, CPO mapping, contract documents, tender assessment, supervision of construction stage and handover stage. Due to the economic downturn, it was agreed with the consultant engineer in mid-2011 that the project would be formally suspended, as provided for in the Government Standard Conditions of Engagement for Consultants. The consultancy contract resumed in 2015 using the consultant appointed in 2008.

The dlr Projects Governance Board at their meeting on 9th July 2020 granted approval to tender for a contractor and to serve Notices to Treat.

Implementation Stage

This phase of the project was subject to the standards outlined in the 'Public Spending Code Expenditure Planning, Appraisal & Evaluation in the Irish Public Service - Standards Rules and Procedures dated September 2013' and the new guide which replaced it in December 2019, 'Public Spending Code, A Guide to Evaluating Planning and Managing Public Investment.'

Tendering and appointment of the main construction contractor was carried out in accordance with procurement procedures. Tender documents were advertised on eTenders and in the EU Journal in November 2020. Following the assessment of tenders, the dlr Projects Governance Board at their meeting on 15th June 2021 granted approval to accept the successful tenderer recommended by the Capital Projects Office. A Chief Executive Order approved the appointment of the contractor in August 2021. The contract with the main contractor is dated 13th September 2021. There are minutes on file of site meetings, commencing from 1st October 2021 which provide an ongoing review of the status of the project during the construction stage.

Construction costs and budget are being managed during the project by the project manager and the appointed consultant engineer. The consultant engineer assesses the main contractors' monthly payment claims notices and issue certificates recommending payment. All documents are on file and available for inspection.

The financial status of the project is updated regularly on the Capital Tracker Dashboard and the necessary financial data is available on Agresso. All stages of the project and increase in project costs were sanctioned by the dlr Projects Governance Board. At their meeting on 19th April 2022, they approved the application for Stage 5 Approval (mid-term project review), which sanctioned changes to the project scope and budget. It was noted there were no further reports brought to the Board in 2022 about increases in project costs from May to December 2022.

Internal Audit reviewed a number of sample payments to assess compliance with purchasing regulations and procurement guidelines. The results are outlined under financial reporting and cost control.

Post Implementation Stage

This stage is outside the specific scope of this review.

Is the necessary data and information available such that the project/ programme can be subjected to a full evaluation at a later date?

Relevant data that will enable future evaluation of this project is being collected and will be readily available for future evaluation. A lessons learnt report is being maintained and updated regularly.

What improvements are recommended such that future processes and management are enhanced?

1. It is recommended for projects which are the responsibility of the Capital Projects Office, and which require an increase to a consultant's contract to provide services or carry out works that are associated with the original appointment of the consultant, that the recommendation on the Chief Executive's Order clearly states there is an increase to the original fee. This should also be stated in the order section of the same Chief Executive Order.

Capital Projects Office Response: The Capital Projects Office has noted and accepted this recommendation and it is agreed that this process will be implemented going forward.

2. Following discussions to be held by senior management with the dlr Projects Governance Board about the increase in project costs since the Board granted Approval Stage 5 (mid-term project review) in April 2022, it is recommended that a Chief Executive Order is prepared and approved setting out the increase in project costs from May 2022.

Capital Projects Office Response: The Capital Projects Office will prepare a Chief Executive's Order setting out the increase in projects costs from May 2022.

3. Due to project cost increases related to the contracts with the main consultant engineer and construction contractor, it is recommended that the Capital Projects Office review project compliance with 'modifications to contracts post award' as set out in the 2016 Regulations (S.I. No. 284/2016).

Capital Projects Office Response: It is agreed to check for compliance with modifications to contracts post award as set out in the 2016 Regulations (S.I. No. 284/2016).

During the in-depth check, a number of minor/housekeeping grade findings were identified. Recommendations were made in respect of these findings which Capital Projects Office staff agreed to implement.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check for the Blackglen Road Improvement Scheme.

Summary of In-Depth Check

The Blackglen Road Improvement Scheme was reviewed for compliance with the Public Spending Code. Internal Audit is satisfied that the delivery of the project to-date substantially complies with the standards set out in the code. It is expected that these standards should be maintained throughout the remaining stages of the project.

Internal Audit recommend that the Capital Projects Office consider the following recommendations:

- Where there is an increase to a consultant's contract to provide services or carry out works that are associated with the original appointment of the consultant, the recommendation on the Chief Executive Order should clearly state that this is an increase to the original fee. This should also be stated in the order section of the Chief Executive Order.
- A Chief Executive Order is prepared and approved setting out the increase in project costs from May 2022.
- Review project compliance with 'modifications to contracts post award' as set out in the 2016 Regulations (S.I. No. 284/2016).

During the in-depth check, a number of minor/housekeeping grade findings were identified. Recommendations were made in respect of these findings which Capital Projects Office staff agreed to implement.

Audit Opinion

Given the outcome of this review, it is the opinion of Internal Audit that there is overall reasonable assurance that there is compliance with the Public Spending Code within Dún Laoghaire-Rathdown County Council.

Quality Assurance – In Depth Check

Section A: Introduction

This introductory section details the headline information on the programme or project in question.

Programme or Project Information	
Name	Heritage and Biodiversity (F0504)
Detail	<p>Heritage: Work involves implementation of the seven areas of focus and associated actions in the DLR County Heritage Plan. This involves cross departmental working within dlr, partnerships with other organisations and collaboration with community groups, maintenance of Public Access Programmes for seven dlr heritage properties, operation of Dalkey Castle and Heritage Centre and annual community heritage grants.</p> <p>Biodiversity: Work involves implementation of the DLR Biodiversity Action Plan and implementation of any biodiversity elements within the following plans: DLR County Invasive Species Action Plan, All Ireland Pollinator Plan, DLR Climate Action Plan, Dalkey Island Conservation Action Plan, Biosphere Conservation Plan. It involves a cross departmental approach within dlr and a collaborative approach with partners including Biosphere partners, government bodies, NGOs, public, local communities and individuals.</p>
Responsible Body	Dún Laoghaire-Rathdown County Council
Current Status	Current expenditure - Revenue Budget
Start Date	January 2022
End Date	December 2022
Overall Cost	<p>Heritage: The Council made provision in the 2022 Revenue Budget for expenditure of €796,500 on this programme.</p> <p>Biodiversity: The Council made provision in the 2022 Revenue Budget for expenditure of €345,000 on this programme.</p>

Project Description

Heritage:

The 'DLR County Heritage Plan 2021-25' aligns with policy in the National Plan 'Heritage Ireland 2030' and supports the Council's corporate, departmental and County Development Plans. The dlr Heritage Team consists of a Heritage Officer, Heritage Properties Officer, Foreman and Craftworker supported by Parks administration staff. The Heritage Team is responsible for implementing the 57 actions of the County Heritage Plan and maintaining eight dlr heritage properties enabling public access and room hire ; Marlay House, Cabinteely House, Fernhill House, the Oratory visitor experience, Seapoint Martello Tower, Williamstown Martello Tower and the Stillorgan Obelisk .The Heritage Team also work in conjunction with the Parks Section to maintain the Obelisk at Killiney Hill Park . The Revenue budget includes a contribution to a capital reserve for significant works to heritage buildings . It also includes an annual operational grant to Dalkey Castle and Heritage Centre . The dlr Heritage Office applies for and administers national heritage funding schemes and administers a county community heritage grant scheme . An overview of the County Heritage Plan areas of focus is given below:

1. **What's the Story?** – Where and how we tell the stories of this place
 1. A co-ordinated, county-wide approach to telling the evolving story of people and place.
 2. Mapping that inspires.
 3. Audience Development
2. **Our Place in Time** – How we look after what we value and how we manage change.
 1. Protected and accessible dlr historic sites, buildings, and monuments
 2. Recognition of the important role of people's lived experience of place
3. **Cherishing the Immediate** – Understanding what's on dlr's doorstep, providing stepping-stones of encounter.
 1. Build the local heritage sector and support active engagement with heritage.
 2. Collaborate with established visitor attractions and experiences and build local audiences.
 3. Explore the potential for new heritage hubs.
4. **New Ways of Living** – Adapting to 21st century realities and incorporating climate change action
 1. Establish evidence base and integrate climate change actions into heritage operations.
 2. Heritage initiatives to support positive culture changes and resilience.
 3. Enable communities to access heritage in compact and connected places.
5. **The Voices of Place** – Celebrating the distinctive sounds of Dún Laoghaire-Rathdown
 1. Celebrate the words and music from this place and their roots in landscape and seascape, biodiversity, geodiversity, and historic urban fabric.
 2. Celebrate the languages spoken now and in the past in this place and the associated folklore, place lore and opportunities for learning.
 3. Record, curate and share the county's oral history.

6. **On the Record** – How we will keep track of and easily access information and documentary heritage, how and what we remember.
 1. A comprehensive approach to cataloguing and enabling access to documentary heritage.
 2. Clear guidance and approaches to the formal commemoration of people and events and ethical remembering
 3. Up to date and accessible heritage information, surveys, and inventories

7. **Starting Young/Staying Curious** – lighting a spark in a new generation, keeping it lit
 1. Light an early spark of interest in heritage and enable strong connections with place from a young age.
 2. Enable life-long learning.
 3. Enable collaboration and sharing of skills.

Biodiversity:

There is one member of the Biodiversity Team, the DLR Biodiversity Officer who works with all sections of the County Council, the public and partners to restore and protect biodiversity in the county. The implementation of the 65 actions in the DLR Biodiversity Action Plan 2021-2025 is an important part of the Biodiversity Officer's role. This second plan for the county took account of the EU Biodiversity Strategy 2030, the UN Convention on Biological Diversity post 2020 Global Biodiversity Framework and the third National Biodiversity Action Plan 2017-2021 along with other plans and policies. Dlr's Biodiversity Officer represents local authorities on the National Biodiversity Forum which is currently providing input to the 4th National Biodiversity Action Plan.

The **DLR Biodiversity Action Plan** consists of many projects, some in collaboration with businesses, local communities, individuals, County Council staff, partners such as Birdwatch Ireland, An Taisce, Biosphere and many more. Examples of such collaborations include the Tern Project on Dalkey Island with Birdwatch Ireland, biodiversity studies of Booterstown Marsh with An Taisce and Local Authority Waters Programme (LAWPRO), tagging of Brent Geese with Fingal County Council and Dublin City Council, pollinator research with the universities, pollinator actions in the All-Ireland Pollinator Plan and projects with dlr Volunteers. The five main themes of the plan are as follows:

Theme 1: Reaching a deeper understanding of dlr's biodiversity.

Theme 2: Making good decisions for biodiversity.

Theme 3: Powerful actions to protect biodiversity and us.

Theme 4: Connecting people and nature and inspire a positive future.

Theme 5: Strength in working together.

The **DLR County Invasive Species Action Plan 2021**, which was prepared by the Biodiversity Office under the actions of the DLR Biodiversity Action Plan, has 57 actions which are being implemented with projects such as the treatment of giant hogweed and American skunk cabbage in the Carrickmines river catchment, Japanese knotweed on the Dodder catchment in collaboration with a number of local authorities, treatment of spartina on the coastline, management of invasive species in Ballyman Glen Special Conservation Area (SAC) and management of grey squirrels at Killiney Hill Proposed Natural Heritage Area (pNHA). The following goals are outlined in the DLR County Invasive Species Action Plan:

- GOAL A: Recording and Prioritising IAS (Invasive Alien Species)**
- GOAL B: Preventing dlr's activities causing spread of IAS**
- GOAL C: Early Detection, Rapid Response for new IAS**
- GOAL D: Minimising the impacts of IAS**
- GOAL E: Effective treatment of IAS**
- GOAL F: Preventing new introductions or re-establishment of IAS**
- GOAL G: Overall management and implementation of IAS Action Plan**

Dublin Bay Biosphere 'Biodiversity Conservation and Research Strategy 2022-2026': Dlr's Biodiversity Officer has worked with the Biodiversity Officers of Dublin City Council and Fingal County Council to develop this strategy which sets out the planned biodiversity conservation and related research actions of the Dublin Bay Biosphere Partnership (DBBP) from 2022-2026. The partnership includes Dublin Port, National Parks and Wildlife Service (NPWS), Dublin City Council, Fingal County Council, Dún Laoghaire-Rathdown County Council and Bord Failte. Dlr's Biodiversity Officer is responsible for the implementation of the 25 site-specific biodiversity conservation and research actions for Dalkey Island and for the wider dlr county and also to work with the DBBP to assist with the implementation of the 14 Biosphere bay-wide actions. Some of these actions overlap with the actions in the Dalkey Island Conservation Management Plan 2014-2024.

All Ireland Pollinator Plan (AIPP) 2021- 2025: This is a shared plan of action to help restore pollinator populations to healthy levels. Dlr's Biodiversity Officer provides annual reports to the AIPP regarding the dlr actions for the plan and represents local authorities on the AIPP Steering Group. There are various ongoing pollinator projects implemented across the county including an eco-grazing project in Fernhill Park, the translocation and management of orchid rich grassland in Cherrywood, pollinator areas within dlr parks and greenspaces and development of the Local Soil Local See project which harvests seed from pollinator areas to provide seed for other projects.

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal Audit have completed a Programme Logic Model (PLM) for Heritage and Biodiversity (F0504).

Heritage:

Objectives	Inputs	Activities	Outputs	Outcomes
<p>To implement the 57 actions of the DLR County Heritage Plan 2021-2025 in line with national policy, promoting good practice heritage management and enabling county-wide and inclusive heritage activity in the community</p> <p>To manage and maintain the seven heritage properties in the ownership of the Council including the operation of the Public Access Programme and facilitate the hire of the heritage properties.</p> <p>To provide a strategic and integrating force which can develop and optimize heritage assets for the local authority and for local communities</p>	<p>2022 Revenue Budget Expenditure – €796,500</p> <p>Council staff resources which include a Heritage Officer (salary 25% funded by the Heritage Council), Heritage Properties Officer, Foreman and Craftworker</p> <p>Appropriate external professional/technical resources</p> <p>National grant funding for specific projects from Heritage Council of Ireland and the Commemorations Unit of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media</p>	<p>Heritage events, talks, videos, tours, exhibitions, books, leaflets, digital resources and signage.</p> <p>Heritage advice to all Council sections, responses to Council motions and questions and preparing comprehensive reports on all significant matters.</p> <p>Management of dlr owned heritage properties.</p> <p>Administration of national and Council heritage grant schemes</p> <p>Advice and information for individuals and groups engaging in heritage activity.</p>	<p>Implementation of relevant actions in the 5-year County Heritage Plan with resulting benefits for communities and resilience of heritage sites</p> <p>Support and funding for community groups undertaking heritage projects and activities.</p> <p>Implementation of Dalkey Island and Carrickmines Castle Conservation Plans and Year 2 of a 3-year Dublin Mountains Community Archaeology programme</p> <p>A county-wide oral history programme</p> <p>Civic Memorials Policy was updated.</p> <p>Income from hire of heritage properties</p>	<p>Inclusive heritage event programming and growing audiences.</p> <p>Improved access to the heritage of the county.</p> <p>Strengthened connections between people and place, sense of belonging and wellbeing.</p> <p>An active, supported and connected community heritage sector.</p> <p>Heritage buildings are maintained and available for hire or public tours.</p> <p>Financial contribution to Heritage capital works fund.</p>

Biodiversity:

Objectives	Inputs	Activities	Outputs	Outcomes
<p>To restore and protect biodiversity in the Council’s administrative area.</p> <p>Implementation of the biodiversity actions in the following plans:</p> <ul style="list-style-type: none"> • DLR Biodiversity Action Plan 2021-2025 • DLR County Invasive Species Action Plan • Biosphere Conservation and Research Plan for dlr area and wider bay • DLR Climate Action Plan • National All Ireland Pollinator Plan • Dalkey Island Conservation Plan <p>To assess the overall state of biodiversity resource in the county</p> <p>To collaborate with partners on a variety of biodiversity projects</p>	<p>2022 Revenue Budget Expenditure – €345,000</p> <p>Council staff resources which includes one Biodiversity Officer</p> <p>Appropriate external professional/technical resources</p> <p>National grant funding for specific projects from Department of Housing, Local Government and Heritage</p>	<p>Biodiversity Week, Invasive Species Week and Heritage Week. Biodiversity monthly events. Talks and walks, online presentations, books, leaflets, digital resources, and signage.</p> <p>Invasive species training for staff and public; ecological advice and development of ecological guidelines for all Council sections; responses to Council motions and questions; preparation of comprehensive reports on all significant matters; project management of biodiversity projects; development of tenders, assessing tenders and management of consultants, review of technical reports; Input to various Part 8s, flood schemes, coastal works, parks capital projects; advice and information</p>	<p>Implementation of relevant actions in the 5-year Biodiversity Action Plan and biodiversity actions in other relevant plans</p> <p>Support and information for community groups, schools, businesses, and individuals undertaking biodiversity projects and activities.</p> <p>Value and benefits (not quantified in monetary form) from biodiversity and natural capital to dlr and its citizens, as biodiversity underpins ecosystem services including cleaning air, cleaning water, attenuating floodwaters, human wellbeing and mental health, pollination, food, taking up carbon etc</p>	<p>Improved support, understanding and engagement with communities during a time when some communities are concerned about the biodiversity crisis.</p> <p>Improved training of dlr staff to support, encourage and inform in relation to biodiversity and also invasive species.</p> <p>An increase in dlr knowledge of the biodiversity resource of the county including protected habitats and species through the collation, survey and mapping of baseline data to assist in decision making, aimed at the future restoration, recovery and reconnection of biodiversity in dlr.</p> <p>Better outcomes for biodiversity through</p>

<p>To represent dlr at a national level, e.g. on the National Biodiversity Forum and the National Invasive Species Steering Group.</p>		<p>for individuals and groups engaging in relation to biodiversity activity.</p>		<p>Biodiversity Officer input to other dlr plans and policies to incorporate biodiversity and assist decision makers e.g. input to the DLR County Development Plan in 2022.</p> <p>Treatment and management of invasive species which can impact on biodiversity habitats. This in turn can have an economic benefit, reduce flooding compounded by invasive species and reduce impacts to tourism and recreation.</p> <p>Continued increase in the number of pollinator sites across the county and reduction in pesticide use to assist the recovery of pollinating insects which are crucial to food production.</p>
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Description of Programme Logic Model - Heritage

Objectives: The Council's primary objectives in respect to Heritage are:

- To implement the 57 actions of the DLR County Heritage Plan 2021-2025 in line with national policy, promoting good practice heritage management and enabling county-wide and inclusive heritage activity in the community
- To manage and maintain the seven heritage properties in the ownership of the Council including the operation of Public Access Programmes and facilitate the hire of the heritage properties
- The Heritage Officer has a role as "a strategic and integrating force which can develop and optimize heritage assets for local authorities and for local communities" as set out in An Evaluation of the Local Authority Heritage Officer Programme by the Heritage Council and CCMA (May 2021)

Inputs: Dún Laoghaire-Rathdown Council's meeting of 29th November 2021 adopted the Annual Budget for 2022 which included the provision of an expenditure budget of €796,500 for Heritage. Other inputs include staff in the Heritage section, external services provided by professional/technical companies and contractors, grant funding from the Heritage Council of Ireland and the Commemorations Unit of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

Activities: The key activities carried out were:

- Heritage events, talks, videos, tours, exhibitions, books, leaflets, digital resources, and signage.
- Heritage advice to all Council sections, responses to Council motions and questions and preparing comprehensive reports on all significant matters.
- Management of dlr owned heritage properties.
- Administration of national and Council heritage grant schemes.
- Provision of advice and information for individuals and groups engaging in heritage activity.

Outputs: Having carried out the identified activities using the inputs the outputs are as follows:

The implementation of relevant actions in the 5-year County Heritage Plan with resulting benefits for communities and resilience of heritage sites. Support and funding was provided to community groups undertaking heritage projects and activities. The Dalkey Island and Carrickmines Castle Conservation Plans were implemented and Year 2 of a 3-year Dublin Mountains Community Archaeology programme was implemented. A county-wide oral history programme was run, the Civic Memorials Policy was updated, and income was generated from the hire of heritage properties during the year.

Outcomes: The ongoing activities enabled growing heritage audiences and improved access to the heritage of the county. Connections between people and place were strengthened. There is an active, supported and connected community heritage sector. Dlr heritage buildings were maintained and available for hire or public tours and the income generated from the hire of the heritage properties provides a financial contribution to the heritage capital works fund.

Description of Programme Logic Model - Biodiversity

Objectives: The Council's primary objectives in respect to Biodiversity is to restore and protect biodiversity within the Council's administrative area and the implementation of the biodiversity actions in the following plans: DLR Biodiversity Action Plan, DLR County Invasive Species Action Plan, Biosphere Conservation and Research Plan for dlr area and wider bay, DLR Climate Action Plan, National All Ireland Pollinator Plan and the Dalkey Island Conservation Plan. In addition, it is an objective for the Biodiversity Officer to assess the overall state of biodiversity resource within the county and to collaborate with partners on a variety of biodiversity projects and to represent dlr at national level e.g. on the National Biodiversity Forum and on the National Invasive Species group.

Inputs: Dún Laoghaire-Rathdown Council's meeting of 29th November 2021 adopted the Annual Budget for 2022 which included the provision of an expenditure budget of €345,000 for Biodiversity. The inputs include Council staff resources including the Biodiversity Officer. Other inputs include external services provided by professional/technical companies and contractors and grant funding from Department of Housing, Local Government and Heritage.

Activities: The key activities carried out were:

- Biodiversity events, talks and walks, online presentations, books, leaflets, digital resources, and signage.
- Invasive species training for staff and the public, ecological advice and development of ecological guidelines for all Council sections, responses to Council motions and questions and preparing comprehensive reports on all significant matters.
- Project management of biodiversity projects, development of tenders, tender assessment and management of consultants, review of technical reports and input into various Part 8's, flood schemes, coastal works, and Parks capital projects.
- Advice and information for individuals and groups engaging in relation to biodiversity activity.

Outputs: Having carried out the identified activities using the inputs the outputs are as follows:

The implementation of relevant actions in the 5-year County Heritage Plan with resulting benefits for communities and resilience of heritage sites. Support and funding was provided to community groups undertaking heritage projects and activities. The Dalkey Island and Carrickmines Castle Conservation Plans were implemented and Year 2 of a 3-year Dublin Mountains Community Archaeology programme was implemented. A county-wide oral history programme was run, the Civic Memorials Policy was updated, and income was generated from the hire of heritage properties during the year.

Outcomes: The ongoing activities ensured that there was improved support and engagement with communities during a time when some communities are concerned about the biodiversity crisis; there was improved training of dlr staff to support, encourage and inform in relation to biodiversity and also invasive species; there was an increase in dlr knowledge of the biodiversity resources of the county including protected habitats and species and through the collation, survey, mapping of baseline data which will assist in decision making aimed at future restoration, recovery and reconnection of biodiversity in dlr; there have been better outcomes for biodiversity through the Biodiversity Officers'

input into other dlr plans and policies to incorporate biodiversity and assist decisions makers including input into the Dún Laoghaire-Rathdown County Development Plan in 2022; treatment and management of invasive species which can impact on dlr biodiversity habitats and species has been carried out and this in turn can have an economic benefit, reducing flooding compounded by invasive species and reduce impacts to tourism and recreation; there has been a continued increase in the number of pollinator sites across the county and a reduction in pesticide use to assist the recovery of pollinating insects which are crucial to food production.

Section B - Step 2: Summary Timeline of Project/Programme

The following section tracks the Heritage and Biodiversity (F0504) from inception to conclusion in terms of major project/programme milestones.

Heritage

Annual

- Annual review of 5-year County Heritage Plan implementation
- Funding application to the Heritage Council for Heritage Plan projects; administration of National Monuments Service Community Monument Fund for the county; application for and administration of Decade of Centenaries programme funding; application for and administration of Creative Ireland funding

Weekly/Monthly

- Bi-weekly Heritage/Biodiversity/Parks Team meetings
- Monthly Heritage/Biodiversity Director meetings
- Monthly Management Reports
- Responses to County Council/Area Committee motions and questions
- Responses to dlr Part 8 and Part 10s
- Advice to various sections projects on ecology and biodiversity including flood schemes, active travel etc

Ongoing

The Heritage Team assists all sections of the Council with heritage and biodiversity related queries, projects, advice, planning and policy development and deals with regular queries and requests from Councillors, individuals, and groups. The Team develops heritage and biodiversity interpretation, and education programmes, creates digital and print resources and runs a rolling annual series of guided tours, open days, events and talks. The Team manages and maintains seven Council-owned significant heritage structures, enables public access and develops running models and policies in order to secure their long-term future.

The following are key services, initiatives, and highlights of 2022:

- Dlr Spring into Heritage/Summer of Heritage tours, Geology walks, Ulysses 100, Heritage Week.
- Dublin Mountains Community Archaeology, collaborating with South Dublin County Council and the Dublin Mountains Partnership.

- 15 Community-led heritage projects co-funded by dlr.
- 260 participants in 'The People's History of Dún Laoghaire-Rathdown', in partnership with UCD.
- The Casement Memorial Statue and Dublin's Monumental Mountains books were produced.

Biodiversity

Annual

- Review of 5-year Biodiversity Action Plan implementation.
- Review of the DLR Invasive Species Action Plan implementation.
- Review of the DLR Climate Action Plan biodiversity actions implementation.
- Review of the Dalkey Island Tern Project implementation.
- Annual Dalkey Island goat report.
- Review of the Council actions of the All-Ireland Pollinator Plan implementation.
- Review of the Biosphere Conservation and Research Plan implementation.
- Annual monitoring of Killiney Hill Red Squirrel Project.
- Funding applications to the Department of Housing, Local Government and Heritage for biodiversity and invasive species.

Weekly/Monthly

- Bi-weekly Heritage/Biodiversity/Parks Team meetings
- Monthly Heritage/Biodiversity Director meetings
- Monthly Management Reports
- Responses to County Council/Area Committee motions and questions
- Responses to dlr Part 8 and Part 10s
- Advice to various sections projects on ecology and biodiversity including flood schemes, active travel etc

Ongoing

The Biodiversity Officer assists all sections of the Council with biodiversity related queries, projects, advice, planning and policy development and deals with regular queries and requests from Councillors, individuals, and groups. The Biodiversity Officer provides biodiversity interpretation and education programmes, updates dlr biodiversity webpages, creates digital and print resources and runs a monthly series of events and talks along with events for National Biodiversity Week, Heritage Week, and Invasive Species Week. The Biodiversity Officer manages a number of projects including the biodiversity management of Dalkey Island, projects with dlr partners, research in third level institutions and with communities.

The following are key services, initiatives, and highlights of 2022:

- Publication of the DLR Biodiversity Action Plan 2021-2025.
- Marine Reef Study 2022 - Mapping of significant EU reef habitat along the entire coastline.

- Development of the Hedgerow Toolkit for schools – a series of lesson plans for schools and Ecosystem Services Toolkit for schools – explaining new and sometimes technical terms in easy lesson plans.
- Publication of the Biosphere Conservation and Research Strategy 2022 -2026 developed with the Fingal County Council and Dublin City Council Biodiversity Officers
- Final year of the Brent Geese Tagging Project and mapping of foraging and roosting areas across the Dublin region, a collaboration between Dlr, Fingal and Dublin City Council Biodiversity Officers.
- Provided biodiversity elements of the Entente Florale for the Dalkey Tidy Towns
- Local seed harvesting for capital projects and seed saving courses for the public.
- Online Biodiversity events during 2022 including nature walks and talks in Kilbogget Park, Cabinteely Park, Loughlinstown Linear Park, Fernhill Park, Ballawley Park, bat walk Royal Terrace, Tern talk Dalkey Island, invasive species workshops for staff, hedgerow workshop for staff and hedgerow talk online.

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for for Heritage and Biodiversity (F0504).

Project/Programme Key Documents	
Title	Details
Annual Budget	2022 Budget approved by Council on 29th November 2021
Monthly Management Reports	In accordance with the Local Government Act 2001, management reports are prepared for the Council which set out details of services provided, policy implementation and other performance details. The reports facilitate communication between the Elected Members and the Chief Executive
County Heritage Plan	The County Heritage Plan for Dún Laoghaire-Rathdown sets out the vision, areas of focus, actions, and outcomes for 2021-2025
Biodiversity Action Plan	The Biodiversity Action Plan for Dún Laoghaire-Rathdown sets out the vision, objectives, actions, and outcomes for 2021-2025
Chief Executive Orders	CE Orders authorising expenditure on the Programme
Financial Reporting and Cost Control	Expenditure reports generated from Agresso

Key Document 1: Annual Budget for 2022

The Council meeting of 29th November 2021 adopted the Annual budget for 2022. The Council made provision in the 2022 Revenue Budget for expenditure of €796,500 for Heritage and €345,000 for Biodiversity. In the Annual Budget provisions, Heritage and Biodiversity accounted for 0.53% of the total revenue expenditure budget of €213.7 million.

Key Document 2: Monthly Management Reports

Management reports set out the performance of the Chief Executive's functions during the preceding calendar month in accordance with 136(2) of the Local Government Act 2001. The monthly reports detail progress including the implementation of policy or other matters required by the Council in the exercise of its reserved functions and the provision of services by the Council. Monthly management reports were submitted from January to December 2022 by Heritage and Biodiversity.

Key Document 3: County Heritage Plan

The DLR County Heritage Plan 2021-2025 builds on the work of the previous two County Heritage Plans. The Plan was developed with a wide range of stakeholders under the steer of the County Heritage Forum, approved by the Culture, Community and Wellbeing Strategic Policy Committee in June 2021 and following AA and SEA screening processes, adopted by the County Council in September 2021. It aligns with national and European heritage policy. Progress reviews and implementation plans are prepared annually.

Key Document 4: Biodiversity Action Plan

The DLR Biodiversity Action Plan 2021-2025 builds on the work of the previous DLR Biodiversity Action Plan 2009-2013 and continues to move dlr towards its overall EU and national vision for Biodiversity. It is Government policy for the local authorities to take the lead role in the production of Local Biodiversity Action Plans. This plan was developed with a wide range of stakeholders under the steer of the Biodiversity Steering Group. It underwent the required AA and SEA screening processes, was approved by the Culture, Community and Wellbeing Strategic Policy Committee in December 2021 and was adopted by the County Council in February 2022. It aligns with national and European biodiversity and green infrastructure policies and legislation. Progress reviews and implementation plans are prepared annually.

Key Document 5: Chief Executive Orders

Signed Chief Executive Orders authorising expenditure on Heritage and Biodiversity are generally in place ensuring compliance with procurement procedures.

Key Document 6: Financial Reporting and Cost Control

Heritage and Biodiversity are accountable through the budgetary process and demonstrate governance in their operations by regular reviews of expenditure and income and monitoring of performance against budget throughout the year. Agresso reports are run during the year to monitor expenditure and income against budget.

Review of sample payments by Internal Audit to assess compliance with purchasing regulations and procurement guidelines: -

A review of sample expenditure was undertaken for the year 2022. It was noted that copies of quotations received were not always uploaded to Agresso at requisition stage, as outlined in the DLR Procurement Process document.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for Heritage and Biodiversity (F0504). It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Chief Executive Orders	Details adherence with national and local procurement regulations	On File
Financial Reports	To monitor expenditure and income against budget	On File/Agresso
Action Plans/Annual Plans	The use of Action Plans to monitor performance against targets	On File

Data Availability and Proposed Next Steps

The data audit presented above details the type of information that is available for inspection. It is the opinion of Internal Audit that dlr is collecting relevant data that will enable future evaluation of the programme.

It was noted that although Heritage and Biodiversity sections attach the relevant Chief Executive Order where required, copies of quotations received including any documentation mentioned in the Chief Executive Order were not always attached to the requisition, in accordance with the DLR Procurement Process document. Heritage and Biodiversity sections are requested to ensure relevant documentation is attached to the requisition at requisition stage.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Heritage and Biodiversity (F0504), based on the findings from the previous sections of this report.

Does the delivery of the project/programme comply with the standards set out in the Public Spending Code? (Appraisal Stage, Implementation Stage and Post-Implementation Stage)

Having reviewed the documentation in relation to the expenditure incurred and income received during 2022, Internal Audit can give reasonable assurance that there is compliance with the Public Spending Code.

The following key documents were generally in place for Heritage and Biodiversity (F0504):

- Budget approved by the Council
- Chief Executive Orders
- Financial Reports
- Action Plans /Annual Plans

Improvements and recommendations in relation to such documentation are noted below.

Is the necessary data and information available such that the project/programme can be subjected to a full evaluation at a later date?

All the necessary data is available for inspection.

What improvements are recommended such that future processes and management are enhanced?

It is recommended that staff involved in raising and approving of requisitions for Heritage and Biodiversity are reminded about the requirement to attach the relevant documentation, including any documentation mentioned in the Chief Executive Order in relation to the requisition at requisition stage, in accordance with the DLR Procurement Process document which is available on the Council’s intranet.

Heritage and Biodiversity Response:

Staff involved in raising requisitions are aware of the recommendation is noted and will be followed in the raising and approving of requisitions.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on Heritage and Biodiversity (F0504).

Summary of In-Depth Check

The Heritage and Biodiversity revenue programmes were reviewed for compliance with the Public Spending Code. Having examined the controls in place, Internal Audit is satisfied there is substantial compliance with the standards set out in the code.

Internal Audit recommend that the Heritage and Biodiversity sections consider the following recommendations:

It is recommended that staff involved in raising and approving of requisitions for Heritage and Biodiversity are reminded about the requirement to attach the relevant documentation, including any documentation mentioned in the Chief Executive Order in relation to the requisition at requisition stage, in accordance with the DLR Procurement Process document which is available on the Council’s intranet.

Audit Opinion

Given the outcome of this review, it is the opinion of Internal Audit that there is overall reasonable assurance that there is compliance with the Public Spending Code by Heritage and Biodiversity.