
Public Spending Code

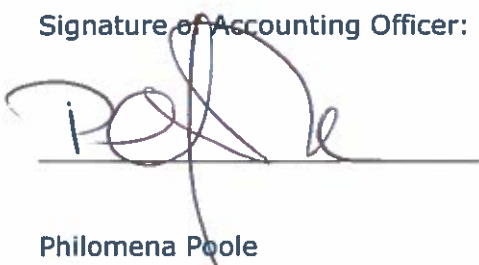
Quality
Assurance
Report for 2015

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. It is based on the best financial, organisational and performance related information available across the various areas of responsibility.

Signature of Accounting Officer:

A handwritten signature in dark ink, appearing to be 'P. Poole', written over a horizontal line.

Date:

31st May 2016 .

Philomena Poole

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 Public Spending Code 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 expenditure that has recently ended. 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 an average of at least 5% of total value of all projects over 3 years.

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 2015.

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
- Expenditure that has recently ended

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 2015 then 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 2015 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 137 projects across the 3 stages and cost categories with a total value of €438.10m. There are 65 projects being considered with a total value of €174.14m.

The location with the greatest expenditure being considered is Samuel Beckett Civic Campus Phase 2

There are 63 projects/programmes being incurred with a total value of € 237.06m. There are 18 capital projects and 45 current expenditure programmes with total values of €76.15m and €160.91m respectively.

There are 9 projects with a total value of €26.9m that have recently ended.

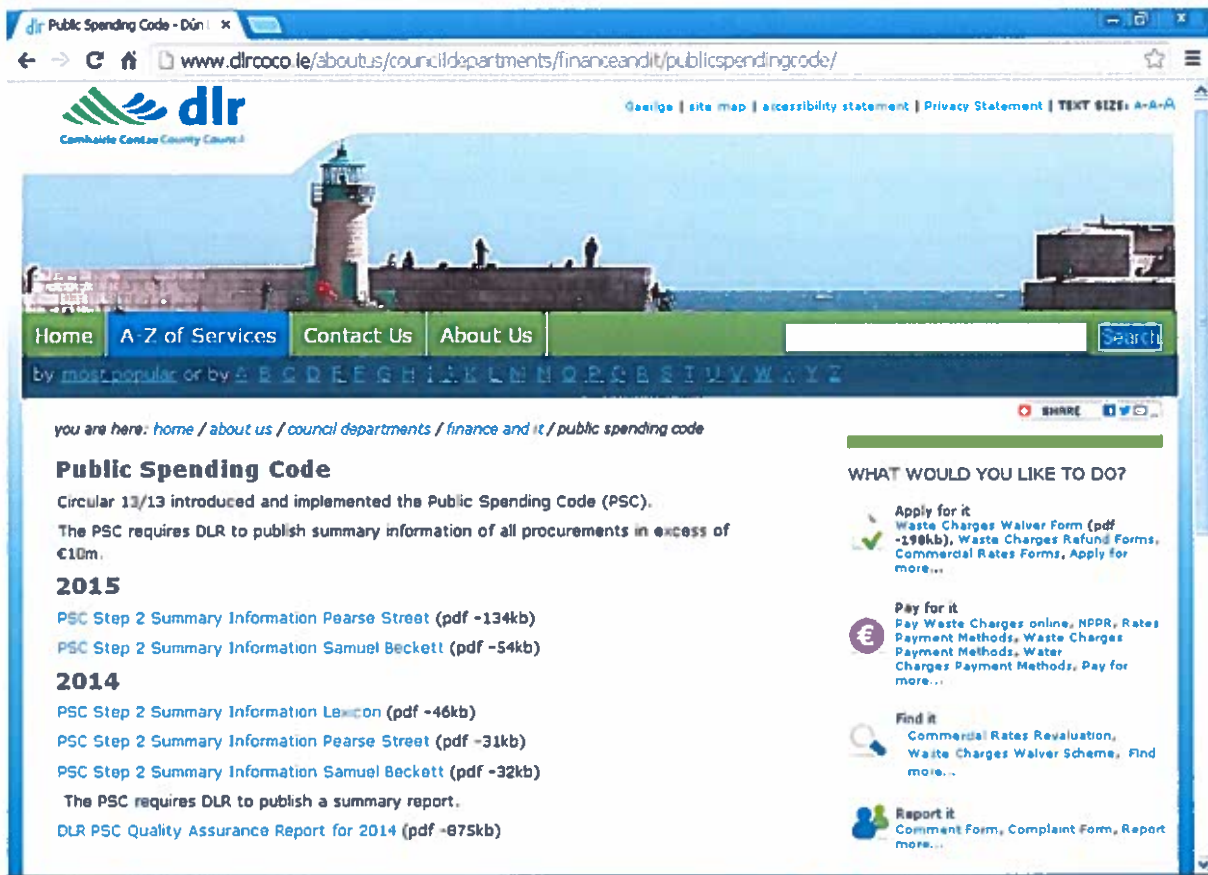
The Project Inventory is included in Appendix A.

Step 2 - Procurements in excess of € 10million

As part of the Quality Assurance process DLR has published summary information on its website of the 2 procurements that were greater than €10m.

Listed below is the link to this page and an illustration of its location.

<http://www.dlrcoco.ie/aboutus/councildepartments/financeandit/publicspendingcode/>



The screenshot shows a web browser window displaying the DLR website. The browser's address bar shows the URL: www.dlrcoco.ie/aboutus/councildepartments/financeandit/publicspendingcode/. The website header features the DLR logo (Dún Laoghaire Rathfriland District Council) and navigation links for Home, A-Z of Services, Contact Us, and About Us. A search bar is also present. The main content area is titled "Public Spending Code" and includes the following text:

Public Spending Code
Circular 11/13 introduced and implemented the Public Spending Code (PSC).
The PSC requires DLR to publish summary information of all procurements in excess of €10m.

2015
PSC Step 2 Summary Information Pearse Street (pdf -134kb)
PSC Step 2 Summary Information Samuel Beckett (pdf -54kb)

2014
PSC Step 2 Summary Information Laxton (pdf -46kb)
PSC Step 2 Summary Information Pearse Street (pdf -31kb)
PSC Step 2 Summary Information Samuel Beckett (pdf -32kb)

The PSC requires DLR to publish a summary report.
DLR PSC Quality Assurance Report for 2014 (pdf -875kb)

On the right side of the page, there is a section titled "WHAT WOULD YOU LIKE TO DO?" with three main categories:

- Apply for it:** Waste Charges Waiver Form (pdf -199kb), Waste Charges Refund Forms, Commercial Rates Forms, Apply for more...
- Pay for it:** Pay Waste Charges online, NPPR, Rates Payment Methods, Waste Charges Payment Methods, Water Charges Payment Methods, Pay for more...
- Find it:** Commercial Rates Revaluation, Waste Charges Waiver Scheme, Find more...

At the bottom of this section, there is a "Report it" category: Report Form, Complaint Form, Report more...

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 Public Spending Code.

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 three projects from the Project Inventory.

From the projects being considered, the following projects were selected for an in-depth check: A) Gate Lodge & Pavilion – People's Park, Dún Laoghaire B) Raised Promenade Development – People's Park, Dún Laoghaire C) Landscape Works – People's Park, Dún Laoghaire.

The combined projected budget for the projects is €4.2 Million.

No major specific issues of concern came to light during the in-depth check which found an overall general level of compliance with the PSC.

Area Reviewed	Assurance Rating	High	Medium	Low	Recommendations
GATE LODGE & PAVILION – PEOPLE'S PARK, DUN LAOGHAIRE	Adequate		2		2
RAISED PROMENADE DEVELOPMENT - PEOPLE'S PARK, DUN LAOGHAIRE	Adequate		2		2
LANDSCAPE WORKS - PEOPLE'S PARK, DUN LAOGHAIRE	Adequate		2	1	3

Assurance ratings – Limited (unacceptable), Adequate (issues) Substantial(acceptable).

The in-depth check made 3 recommendations in total as follows;

- DLR should provide an annual budget be set aside for maintenance works of the People's Park, Gate Lodge & Pavilion and the Raised Promenade
- DLR should consider the feasibility of providing a cost benefit analysis based on the increased visitor numbers to the People's Park and/or the increase in the applicants for the DLR COCO markets
- It is recommended that where DLR use direct labour and small-contractors for projects that completion times are adequately provided for.

These three recommendations will be discussed by management and implemented as appropriate.

Conclusion

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

DLR has published details of all procurements in excess of €10 million on its website.

The checklists completed by DLR shows an adequate level of compliance with the Public Spending Code.

The in-depth check 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 significantly raised the profile of the PSC and its requirements throughout DLR and among the relevant staff.

However, it is acknowledged that additional work is required in order to further incorporate the PSC into all relevant activities of DLR and ensure a consistent level of compliance throughout all areas of DLR's activities.

A new Directorate for Infrastructure and Climate Change was established in 2015 and together with the Housing Department is responsible for the delivery of the Capital Programme and the management and co-ordination of infrastructure provision within the county. It is envisioned that a single directorship will assist in further embedding best practice in project management, implementing the requirements of the PSC and giving uniformity of process across all capital projects.

The Council is planning to utilise IT capabilities to centralise and streamline all areas of monitoring and reporting in respect of its capital projects onto a single system. This new IT system will also contain the suite of PSC requirements, forms and checklists.

While DLR has complied with the requirements of the PSC in respect of 2015 the above improvements will further enhance our reporting and ensure high levels of compliance with the Public Spending Code in the future.

Appendix A-

Expenditure being considered				
Project Title	Current	Capital Projects	Capital Projects	Capital Projects
	>€0.5m	€0.5 - €5m	€5m - €20m	€20m plus
Housing & Building				
Clontibret House		0.860		
Rochestown House - Phase 3		2.850		
Housing Development on Pottery Road		0.720		
Sallynoggin Community Centre - Site		1.800		
CAS - 5-13 Monkstown Circle		2.230		
Broadford Rise			5.100	
Fitzgerald Park			12.010	
Georges Place Rapid Delivery Housing		2.230		
Glenamuck TAU		1.750		
Hazelbrook Standard Build Rapid Delivery Housing			5.630	
Rosemount Court			11.330	
Sallynoggin Park Corner Site - 49		0.820		
St Michaels Terrace		1.340		
Temple Hill		1.000		
A05 Administration of Homeless Service	2.010			
A07 RAS Programme	0.918			
Road Transportation & Safety				
ESB Link Road			7.800	
Stillorgan Village Movement Framework Plan		3.500		
Cherrywood SDZ - Provision of direct / dedicated walking / cycling link between Bray and Cherrywood SDZ area		0.800		
Pavement Improvement Programme		0.500		
Road & Footpath Improvement		1.998		
Traffic management / sustainable travel (Sandyford UFP)		3.600		
Traffic/Road Safety Improvement Schemes (development levies only) - 2016-2018		5.000		
Bracken Link Road		6.100		
Brennanstown Road		1.000		
Cherrywood SDZ to Sandyford BD walking & cycling link		1.000		
Deepwell, Blackrock Pedestrian / Cycle Link		0.750		
Dun Laoghaire Town Centre - Car Parking & VMS Signage		0.500		
Kiltarnan / Glenamuck LAP assoc. works (ex S.49 sch)		5.000		
M50 Foot / Cycle Bridge		3.980		
M50 traffic and demand management measures		0.500		

Sandyford UFP Traffic Mgmt. / Sustainable Travel		3.600		
Strategic Transportation Feasibility Studies		0.500		
B04 Local Road - Maintenance and Improvement	0.917			
Water Services				
Glenavon Park Online Attenuation		1.000		
Kilbogget Park Online Attenuation		1.264		
Development Management				
D06 Community and Enterprise Function	0.997			
Environmental Services				
Shanganagh Crematorium		3.500		
Recreation & Amenity				
Stonebridge Road Car Park, Paths and Changing Rooms		0.500		
Glenalbyn Pool Replacement			11.563	
Dún Laoghaire Baths		2.750		
Circus Field, Booterstown		0.800		
County Wide Grass Pitches and All Weather Pitches		3.000		
Dalkey Island (Upgrade Tower & Gun Battery)		0.500		
Dodder Walk Improvements		0.500		
Marlay Golf Redevelopment		0.500		
Marlay Masterplan (entrance Grange Road, Paths, Car Park, Depot)		1.500		
Marlay Park - New Car Park		0.600		
Samuel Beckett Civic Campus Phase 2			20.000	
Samuel Beckett Library Fitout		1.200		
Sandyford urban open space		7.000		
Shanganagh Castle-Parks depot.		0.500		
Springhill Park Tennis Pavilion		0.500		
Dundrum Library Extension		0.800		
Hudson Road Park		0.714		
Marlay Park Running Track		1.160		
Stillorgan Library			6.000	
F03 Outdoor Leisure Areas Operations & Maintenance(Parks)	0.843			
Agriculture, Education, Health & Welfare				
Corbawn Coastal Protection		0.500		
Miscellaneous Services				
Monkstown Village Public Realm & Traffic Improvement Scheme		1.100		
Cabinteely Public Realm		0.500		
Central Dún Laoghaire Public Realm		0.800		
Dalkey Squareabout Public Realm		0.650		
Stillorgan Village Public Realm		0.760		
Village Improvement Public Realm		2.500		

Appendix A-

Expenditure being incurred		
Project Title	Current >€0.5m	Capital Projects >€0.5m
Housing & Building		
Cromlech Close, Kiltiernan		3.630
The Village Stepaside (Social)		0.520
Rochestown House Phase 2 Block 1		3.970
Acquisitions of Properties for Social Housing		3.920
Emergency Traveller Relocation		0.650
A01 Maintenance and Improvement of LA Housing Units	9.927	
A02 Housing Assessment, Allocation & Transfer	1.395	
A03 Housing Rent and Tenant Purchase Administration	1.452	
A04 Housing Community Development Support	0.609	
A05 Administration of Homeless Service	2.794	
A06 Support to Housing Capital Programme	6.304	
A07 RAS programme	9.133	
A08 Housing Loans	1.520	
A09 Housing Grants	1.373	
Road Transportation & Safety		
Leopardstown Link Road & Roundabout Reconfiguration		8.500
N11 Junctions Upgrades		3.000
Pottery Road		13.000
Blackglan Road (including Lamb's Cross) Interim Works		12.400
Foxrock Village Car Park		0.650
Greenways (Cornelscourt to Cherrywood Greenway)		0.710
B01 NP Road - Maintenance and Improvement	0.699	
B03 Regional Road - Maintenance and Improvement	2.438	
B04 Local Road - Maintenance	9.768	
B05 Public Lighting	5.289	
B06 Traffic Management Improvement	4.072	
B08 Road Safety Promotion & Education	1.105	
B09 Car Parking	2.795	
B10 Support to Roads Capital Prog	1.317	
B11 Agency & Recoupable Services	0.666	
Water Services		
C01 Water Supply	5.532	

C02 Waste Water Treatment	2.667	
C08 Local Authority Water and Sanitary Services	3.425	
Development Management		
D01 Forward Planning	2.121	
D02 Development Management	4.382	
D03 Enforcement	0.744	
D06 Community & Enterprise Function	1.424	
D08 Building Control	0.969	
D09 Economic Development and Promotion	2.697	
D10 Property Management	0.884	
Environmental Services		
E01 Landfill Operation and Aftercare	4.852	
E02 Recovery & Recycling Facilities Operations	1.673	
E03 Waste to Energy Facilities Operations	0.872	
E05 Litter Management	1.573	
E06 Street Cleaning	5.645	
E07 Waste Regulations, Monitoring & Enforcement	0.725	
E09 Maintenance of Burial Grounds	2.023	
E11 Operation of Fire Service	13.945	
Recreation & Amenity		
Marlay Park Courtyard Phase Two		1.100
Quinn 's Road Shankill Indoor Sports Hall		1.600
Dun Laoghaire Harbour "Badeschiff" Project		1.500
Samuel Beckett Civic Campus Phase 1		16.200
Blackrock Baths Refurbishment		2.200
Fernhill Masterplan		2.000
F02 Operation of Library and Archival Service	7.742	
F03 Outdoor Leisure Areas Operations	11.336	
F04 Community Sport and Recreational Development	2.550	
F05 Operation of Arts Programme	3.559	
F06 Agency & Recoupable Services	1.459	
Agriculture, Education, Health & Welfare		
G05 Educational Support Services	0.518	
Miscellaneous Services		
Metals Phase 2		0.600
H03 Administration of Rates	10.307	
H09 Local Representation & Civic Leadership	1.907	
H11 Agency & Recoupable Services	2.720	

Appendix A -

Expenditure recently ended		
Project Title	Current >€0.5m	Capital Projects >€0.5m
Housing & Building		
Glendruid Grouped Housing Scheme		0.970
Road Transportation & Safety		
Frascati Road, Blackrock		5.120
Burton Hall Road Extension		3.000
Water Services		
WSIP Carysfort/Maretimo Stream		8.600
Old Conna Ave drainage scheme		2.104
Environmental Services		
Smart Bins		1.775
Recreation & Amenity		
Park Lodge Peoples Park		2.800
Dun Laoghaire Baths Interim Works Phase I		1.960
Moran Park House Refurbishment		0.571

Appendix B-

Checklist 1 – To be completed by all Local Authorities

General Obligations not specific to individual projects/programmes	Self-Assessed Compliance Rating: 1 - 3	Discussion/Action Required
Does the Department ensure, on an ongoing basis that appropriate people within the authority and in its agencies are aware of the requirements of the Public Spending Code?	3	The requirements of the Public Spending Code brought to attention of relevant staff in 2015.
Has there been participation by relevant staff in external training on the Public Spending Code? (i.e. DPER)	3	
Has internal training on the Public Spending Code been provided to relevant staff?	2	Formal internal training to be provided.
Has the Public Spending Code been adapted for the type of project/programme that your authority 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 being put in place to help adapt guidelines for DLR.
Has the Local Authority in its role as Sanctioning Authority satisfied itself that agencies that it funds comply with the Public Spending Code?	3	
Have recommendations from previous Quality Assurance exercises (incl. old Spot-Checks) been disseminated, where appropriate, within the Local Authority and to your agencies?	2	Dissemination of recommendations is usual.
Have recommendations from previous Quality Assurance exercises been acted upon?	2	In the main.
Has an annual Public Spending Code Quality Assurance Report been submitted to NOAC (National Oversight and Audit Commission)?	3	Yes - Submitted
Was the required sample subjected to a more in-depth Review i.e. as per Step 4 of the QA process	3	Yes – In-depth review carried out
Has the Chief Executive signed off on the information to be published to the website?	3	Yes.

Appendix B-

Checklist 2: – to be completed in respect of **capital projects or capital programme/grant scheme** that is or was **under consideration** in the past year.

Capital Expenditure being considered - Appraisal and Approval	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
Was a Preliminary Appraisal undertaken for all projects > €5m	3	Needs Assessments and Business Cases used when making Preliminary Appraisal of projects.
Was an appropriate appraisal method used in respect of each capital project or capital programme/grant scheme?	2	Yes.
Was a CBA/CEA completed for all projects exceeding €20m?	3	A cost benefit analysis is not a requirement when developing a planning scheme for a strategic development zone.
Was the appraisal process commenced at an early stage to facilitate decision making? (i.e. prior to the decision)	2	
Was an Approval in Principle granted by the Sanctioning Authority for all projects before they entered the Planning and Design Phase (e.g. procurement)?	3	Approval In Principle required for Housing Grants.
If a CBA/CEA was required was it submitted to DPER (CEEU) for their views?	N/A	
Were the NDFA Consulted for projects costing more than €20m?	N/A	
Were all projects that went forward for tender in line with the Approval in Principle and if not was the detailed appraisal revisited and a fresh Approval in Principle granted?	3	
Was approval granted to proceed to tender?	3	
Were Procurement Rules complied with?	3	
Were State Aid rules checked for all supports?	2	
Were the tenders received in line with the Approval in Principle in terms of cost and what is expected to be delivered?	3	
Were Performance Indicators specified for each project/programme that will allow for the evaluation of its efficiency and effectiveness?	2	
Have steps been put in place to gather Performance Indicator data?	2	

Checklist 3: – New Current expenditure or expansion of existing current expenditure under consideration.

Current Expenditure being considered - Appraisal and Approval	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
Were objectives clearly set?	3	2015 Expenditure considered as part of 2014 Budget process.
Are objectives measurable in quantitative terms?	3	2015 Expenditure considered as part of 2014 Budget process.
Was an appropriate appraisal method used	3	2015 Expenditure considered as part of 2014 Budget process.
Was a business case incorporating financial and economic appraisal prepared for new current expenditure?	2	2015 Expenditure considered as part of 2014 Budget process.
Has an assessment of likely demand for the new scheme/scheme extension been estimated based on empirical evidence?	2	2015 Expenditure considered as part of 2014 Budget process.
Was the required approval granted?	3	2015 Expenditure considered as part of 2014 Budget process.
Has a sunset clause been set?	N/A	2015 Expenditure considered as part of 2014 Budget process.
Has a date been set for the pilot and its evaluation?	N/A	2015 Expenditure considered as part of 2014 Budget process.
Have the methodology and data collection requirements for the pilot been agreed at the outset of the scheme?	2	2015 Expenditure considered as part of 2014 Budget process.
Were Performance Indicators specified for each new current expenditure proposal or expansion of existing current expenditure which will allow for the evaluation of its efficiency and effectiveness?	3	2015 Expenditure considered as part of 2014 Budget process.
Have steps been put in place to gather the Performance Indicator	3	2015 Expenditure considered as part of 2014 Budget process.

Checklist 4: - Complete if your authority had capital projects/programmes that were incurring expenditure during the year under review.

Incurring Capital Expenditure	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
Was a contract signed and was it in line with the approval in principle?	3	Yes.
Did management boards/steering committees meet regularly as agreed?	3	Management Team monthly meetings, Public Infrastructure Steering Committee in place and held regular meetings.
Were Programme Co-ordinators appointed to co-ordinate implementation?	3	Yes.
Were Project Managers, responsible for delivery, appointed and were the Project Managers at a suitable senior level for the scale of the project?	3	Yes.
Were monitoring reports prepared regularly, showing implementation against plan, budget, timescales and quality?	2	
Did the project keep within its financial budget and its time schedule?	2	
Did budgets have to be adjusted?	2	At times.
Were decisions on changes to budgets / time schedules made promptly?	2	In the main.
Did circumstances ever warrant questioning the viability of the project and the business case incl. CBA/CEA? (exceeding budget, lack of progress, changes in the environment, new evidence)	N/A	Did not arise.
If circumstances did warrant questioning the viability of a project, was the project subjected to adequate examination?	N/A	Did not arise.
If costs increased, was approval received from the Sanctioning Authority?	3	Yes.
Were any projects terminated because of deviations from the plan, the budget or because circumstances in the environment changed the need for the investment?	N/A	Did not arise.
For significant projects were quarterly reports on progress submitted to the MAC and to the relevant Department?	2	Depends on who sanctioning authority is.

Appendix B-

Checklist 5: -For Current Expenditure

Incurring Current Expenditure	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
Are there clear objectives for all areas of current expenditure?	2	Outlined in Annual Budget, Department Business plans, Annual works programmes, Service Delivery Plan and Performance Indicators.
Are outputs well defined?	2	Agresso Financial Management System, Budget Review, Correspondence with users (CRM), Corporate Plan – Action Plan 2015 – 2019, PMDS, Annual Report & Performance Indicators Report (annual)
Are outputs quantified on a regular basis?	2	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.
Is there a method for monitoring efficiency on an ongoing basis?	2	Agresso Financial Management System, Stakeholder Meetings. Correspondence with users (CRM), Corporate Plan – Action Plan 2015 – 2019, PMDS, Annual Report & Performance Indicators Report (annual)
Are outcomes well defined?	2	Agresso Financial Management System, Budget Review, Correspondence with users (CRM), Corporate Plan – Action Plan 2015 – 2019, PMDS, Annual Report & Performance Indicators Report (annual)
Are outcomes quantified on a regular basis?	2	Through regular reviews of performance.
Are Unit Costings compiled for performance monitoring?	2	
Is there a method for monitoring effectiveness on an ongoing basis?	2	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.
Is there an annual process in plan to plan for new VFMs, FPAs and evaluations?	Yes	Internal Audit and the Audit committee review the VFM's
How many formal VFMs/FPAs or other evaluations have been completed in the year		n/a

under review?		
Have all VFMs/FPAs been published in a timely manner?		n/a
Is there a process to follow up on the recommendations of previous VPMs/FPAs and other evaluations?		n/a
How have the recommendations of VFMs, FPAs and other evaluations informed resource allocation decisions?		n/a

Appendix B-

Checklist 6: - to be completed if capital projects were completed during the year or if capital programmes/grant schemes matured or were discontinued.

Capital Expenditure Completed	Self-Assessed Compliance Rating: 1 - 3	Comment/Action Required
How many post project reviews were completed in the year under review?	Limited number.	Informal post-project review carried out on projects but limited full reviews carried out.
Was a post project review completed for all projects/programmes exceeding €20m?	n/a	No projects over €20m to review.
If sufficient time has not elapsed to allow a proper assessment of benefits, has a post project review been scheduled for a future date?	No	Plan to improve this area in 2016
Were lessons learned from post-project reviews disseminated within the Sponsoring Agency and to the Sanctioning Authority?	No	Plan to improve this area in 2016
Were changes made to the Sponsoring Agencies practices in light of lessons learned from post-project reviews?	No	Plan to improve this area in 2016
Were project reviews carried out by staffing resources independent of project implementation?	No	Many of the reviews were carried out by project staff. This practice will be reviewed

Appendix B-

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
Were reviews carried out of current expenditure programmes that matured during the year or were discontinued?		No services ceased in 2015
Did those reviews reach conclusions on whether the programmes were effective?		No services ceased in 2015
Did those reviews reach conclusions on whether the programmes were efficient?		No services ceased in 2015
Have the conclusions reached been taken into account in related areas of expenditure?		No services ceased in 2015
Were any programmes discontinued following a review of a current expenditure programme?		No services ceased in 2015
Was the review commenced and completed within a period of 6 months?		No services ceased in 2015

