

**Comhairle Contae
Fhine Gall**
Fingal County
Council



Quality Assurance Report for 2018
Fingal County Council

31st May 2019

Submitted to the National Oversight and Audit Commission
in compliance with the Public Spending Code

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1. Introduction

Fingal County Council has completed this Quality Assurance 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 Fingal County Council and its associated agencies are meeting the obligations set out in the Public Spending Code¹. The Public Spending Code ensures that the state achieves value for money in the use of all public funds.

The Quality Assurance Process contains five steps:

1. **Drawing up Inventories of all projects/programmes at different stages of the Project Life Cycle** (appraisal, planning/design, implementation, post implementation). The inventories include all projects/programmes above €0.5m and cover three stages viz:
 - Expenditure being considered
 - Expenditure being incurred
 - Expenditure that has recently ended.
2. **Publish summary information on website of all procurements in excess of €10m, whether new, in progress or completed.**
3. **Checklists to be completed in respect of the different stages.** These checklists allow the Council and its agencies to self-assess their compliance with the code in respect of the checklists which are provided through the PSC document.
4. **Carry out a more in-depth check on a small number of selected projects/programmes.** A number of projects or programmes are selected for a more in-depth review. This includes a review of all projects from ex-post to ex-ante. At least 5% of the total capital inventory expenditure (or 15% over a three year period) and at least 1% of revenue expenditure (or 3% over a three year period) are subject to in-depth checks.
5. **Complete a report for the National Oversight and Audit Commission (NOAC)** which includes the inventory of all projects, the website reference for the publication of procurements above €10m, the completed checklists, the Council's judgement on the adequacy of processes given the findings from the in-depth checks and the Council's proposals to remedy any discovered inadequacies.

This report fulfils the sixth requirement of the QA process for Fingal County Council for 2018.

¹ Public Spending Code, DPER <http://publicspendingcode.per.gov.ie/>

2. Expenditure Analysis

2.1 Inventory of Projects / Programmes

The first step in the process requires an inventory to be compiled in accordance with the guidance on the Quality Assurance process. The inventory lists all of Fingal County Council's projects and programmes at various stages of the project life cycle which amount to more than €0.5m. The inventory is divided between current and capital expenditure and further broken down as follows:

- Expenditure being considered
- Expenditure being incurred
- Expenditure that has recently ended

In summary, there are **175** projects/programmes included in the inventory at a combined value of **€679,514,000**. Of these, 54 projects/programmes were being considered, 111 projects/programmes were incurring expenditure and 10 projects had recently ended.

The 2018 inventory is summarised in the following table:

Project / Programme Description	Revenue Projects (€0.5m)	Capital Projects	Current Expenditure (AFS 2018 figures)	Capital Projects	Capital Grant Schemes	Total Inventory Value
A - Housing & Building	€1,608,200	€26,456,000	€57,004,167	€100,460,277	€19,413,326	€204,941,970
B - Road Transportation & Safety	€729,400	€39,250,000	€29,483,704	€111,161,000	€2,450,000	€183,074,104
C - Water Services			€18,957,079			€18,957,079
D - Development Management	€1,088,600	€19,400,000	€21,425,173	€4,700,000	€3,000,000	€49,613,773
E - Environmental Services	€1,458,500		€44,909,018	€25,912,800		€72,280,318
F - Recreation & Amenity	€2,686,000	€41,755,000	€47,543,090	€34,905,000		€126,889,090
H - Miscellaneous		€2,200,000	€10,180,269	€11,377,500		€23,757,769
Total Inventory Value	€7,570,700	€129,061,000	€229,502,500	€288,516,577	€24,863,326	€679,514,103
No. of Projects / Programmes	10	44	51	60	10	175

The full inventory can be found in **Appendix 1** of this report.

2.2 Published Summary of Procurements

The second step in the process is to publish summary information on the Council's website of all procurements in excess of €10m.

There were **no** procurements in 2018 which exceeded the threshold in this respect.

Fingal County Council publishes this information on its website: www.fingal.ie/your-council/budgets-expenditure-and-financial-statements/public_spending_code.

3. Assessment of Compliance

3.1 Checklist Completion: Approach taken

The third step in the process involves completing a set of seven self-assessment checklists covering the expenditure set out in the project inventory referred to in 2.1 above. In addition to the self-assessed scoring, answers are accompanied by explanatory comments.

Each question in the checklist is judged by a 3 point scale:

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

For some questions, the scoring mechanism is not always strictly relevant. In these cases, it is appropriate to mark as N/A and the required information is provided in the commentary box as appropriate.

The set of completed checklists are set out in **Appendix 2** of this report.

3.2 Main issues arising from Checklist Assessment

In respect of the Public Spending Code and its application, all relevant staff are aware of their obligations. Guidance was produced for local authorities in respect of the Quality Assurance Process by the County and City Management Association to ensure a consistent approach across the sector. This has been circulated to all relevant staff.

Capital expenditure within the Council is project-based and largely funded through capital grants, development levies, provisions from Revenue Account and borrowing. The checklists for capital expenditure show satisfactory levels of compliance.

Current expenditure can be defined as revenue expenditure or operational expenditure which is formally adopted by Council Members each year as part of the statutory budget process. The checklists for current expenditure show satisfactory levels of compliance.

A satisfactory level of compliance indicates that some improvements are required to enhance the adequacy and/or effectiveness of risk management, control and governance.

3.3 In-Depth Checks

Step 4 of the QA process provides for in-depth checks to be carried out by the Internal Audit Unit of the Council. According to the guidance document issued by DPER in February 2017, the value of the projects selected for in-depth review each year must follow the criteria set out below:

- **Capital Projects:** Projects selected must represent a minimum of 5% of the total value of all Capital projects on the Project Inventory.
- **Revenue Projects:** Projects selected must represent a minimum of 1% of the total value of all Revenue Projects on the Project Inventory.

This minimum is an average over a three year period. The revised arrangements came into effect from 2016. Accordingly, the required minimums above will be achieved over the three years 2016, 2017 and 2018.

In 2016, 3.4% of the inventory was subject to in-depth checks in respect of Capital Projects and 2.2% in respect of Revenue Programmes. In 2017, 9.1% of the inventory was subject to in-depth checks in respect of Capital Projects and 1.2% in respect of Revenue Programmes. In 2018, 5.8% of the inventory was subject to in-depth checks in respect of Capital Projects and 1.2% in respect of Revenue Programmes.

The set of completed In-Depth Check Reports are contained in **Appendix 3** of this report.

The Capital Projects subject to in-depth checks are listed in the following table:

Summary of Capital Projects Subject to In-Depth Checks		
Project Name	Value €m	PSC Status
Bremore	6.4	Considered
Skerries Library Refurbishment	1.5	Incurred
Rathbeale Road Swords	6.0	Incurred
Sutton to Malahide Greenway	8.2	Incurred
Modular Houses Adjacent to Wellview Green, Mulhuddart - 20 units	3.4	Completed
Total Value of In-depth Checks		€25.5m
Total Value of Capital Inventory		€442.44m
% of Inventory Value Analysed		5.80%

The Revenue Programmes subject to an in-depth check is outlined in the table below:

Summary of Revenue Programmes Subject to In-Depth Checks	
Programme	Value €m
B0305 – Regional Roads General Maintenance Works	2.76
Total Value of In-depth Checks	€2.76m
Total Value of Revenue Inventory	€237.07m
% of Inventory Value Analysed	1.2%

3.3.1 Bremore Castle

Project Value €6.4m

PSC Status: Expenditure Being Considered

Project Description: The objective of this project is the development of Bremore Castle as Ireland's pre-eminent banqueting venue with a range of supporting visitor facilities within the grounds. With the ability to facilitate up to three banquet sittings on each floor of the Castle. Construct two new towers to provide staircases, lifts, kitchens and toilets to each floor. Extend the ground floor to accommodate a new reception, assembly and exhibition space.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: Although this project is at a very early stage of development with Economic, Enterprise & Tourism Department, the expenditure to date has not been accounted through the allocated capital code and instead has been charged to the Revenue Budget.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

3.3.2 Skerries Library Refurbishment

Project Value €1.5m

PSC Status: Expenditure Being Incurred

Project Description: The refurbishment of the Carnegie Library located on the main street in Skerries. This library dates from 1911 and the project aims to upgrade the facilities in the library to transform it into a modern, fully functioning public library, with adult and children's area, study zones, a maker space, activity/meeting rooms and events space. Modern technology will be integrated with the printed format (books) to provide a creative and learning space for the community.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project is at an early stage of development, with the only expenditure to date being in 2015 which related to a measured building and site survey. Quotations were sought from three Consultants to carry out his survey and the successful candidate was appointed on the recommendation of the Architects Department.

The project will be overseen in house by a Senior Executive Architect and four Consultancy firms have been appointed to provide the following specialist services, Civil and Structural Engineering, Mechanical and Electrical Engineering, Quantity Surveying and Fire Safety and Disability Access Certification. Their services have been procured using a mini-competition on an existing framework and by request for quotations on the e-tenders system.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

3.3.3 Rathbeale Road Swords

Project Value €6.0m

Project Description: The objective of the project is to provide access to the Oldtown/Mooretown LAP lands to allow development to commence and to ensure strong connections to /from the new development, with the potential to accommodate 3,400 residential units, resulting in a population of 10,000 on these lands. A further objective of the proposed infrastructure is to provide access to the Department of Education and Skills post-primary campus which is planned for the Mooretown lands.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project is at a very early stage of construction with Planning and Strategic Infrastructure Department. The collaboration process involving Fingal County Council and Gannon Homes Ltd, is a mutually beneficial project, the consultant costs associated with the preliminary design phase and Part 8 planning process phase have been bore by Gannon Home Ltd.

The overall costs of the project increased from €4.9m to €5.36m. The increase in cost is accounted for by increased scope of footpath works which is a considered an enhancement to the original project scope at a cost of €90,000 (inclusive of VAT). The increase has been sanctioned by the Department of Housing, Planning and Local Government, and approval for increased grant funding (€4.02m (75%)) was received.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project is being well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

3.3.4 Sutton to Malahide Greenway

Project Value €8.2m

Project Description: The objectives of the project are to deliver a high quality coastal Greenway or cycleway and footpath linking Sutton to Malahide. The route would be used by leisure cyclists/pedestrians/tourists at off peak times and weekends but would also be used by local commuters. It is envisioned that route will carry a large portion of commuters as there are large populations in Malahide and Sutton and a substantial number of schools and eventually form part of a larger network of sustainable transport routes.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project originally under the remit of the Operations Department but now being project managed by the Planning and Strategic Infrastructure Department, has transformed from the "Sutton-Malahide-Swords Pedestrian and Cycle Route" into the Sutton to Malahide Greenway. This has necessitated a number of brief changes with the technical consultants who were originally appointed following an invitation to tender (March 2015) under the Framework Agreement for Technical Consultancy Services for Transport Projects funded by the National Transport Authority. Their fees in relation to the original brief and subsequent changes (€141,637 to € 270,997) are recorded in three CE orders, which in relation to the amendments acknowledge that it was not possible or practical to conduct a new competitive procurement process for these additional services due to the specialist nature of the work involved. These amendments have been sanctioned by the NTA. The services of the Topographical Consultant was procured following a tender process (September 2013) from participants on the NTA Framework for Topographical Survey Services. The service of the Barrister engaged to provide legal advice was procured by the Council's Property Services Division on the recommendation of the Council's Law Department. The only other expenditure incurred to date relates to the hire of a room in a hotel and newspaper advertisements in relation to non-statutory public consultation process.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

3.3.5 Modular Houses Adjacent to Wellview Green, Mulhuddart

Project Value €3.4m

PSC Status: Expenditure recently ended

Project Description: The objective of the Wellview Green Rapid Build Project was to construct 20 social dwellings, to increase the number of social housing units available in the Blanchardstown area and to provide accommodation for families currently living in emergency accommodation or in danger of becoming homeless. The site on which this scheme was constructed was in the ownership of the Council and zoned for residential purposes thus affording the opportunity to provide dwellings by way of the rapid delivery mode.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: The procurement of works under existing Framework Agreements maximises procurement efficiency and value for money as it allows the Framework Clients in this case the Council, to move directly to tender stage as suitability has already been established thereby significantly reducing the time required for the tendering stage of these projects. The urgency associated with the requirements of particular projects for specialist professional services should not be used as a rationale for deviations from normal procurement procedures.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. This scheme was chosen by the Office of Government Procurement as a pilot scheme, for the national framework for rapid delivery housing, in schemes of not more than 50 houses. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

3.3.6 Regional Roads General Maintenance Works Project Value €2.76m

Project Description: There is an on-going programme of general maintenance and improvement of the 1,275km of regional and local roads in the County. This includes repairs to potholes, footpaths, gully cleaning, maintaining and replacing road signs and nameplates, grass cutting, verge trimming and the renewal of road markings and delineators.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: Having reviewed the documentation in relation to the expenditure incurred under this programme in 2018, Internal Audit is of the opinion that this programme complies with the standards set out in the Public Spending Code.

The procurement of works under existing Framework Agreements maximises procurement efficiency and value for the Framework Clients in this case the Council. On four occasions items were procured through quick quotes and not through existing frameworks previously set up. All staff involved in procurement within the Department should be informed as to where to access the contents of all relative Frameworks. On five occasions after the tender for works had been completed the contracts were not awarded to the successful bidders. Two of these instances were attributed to the fact that the supply material could not be delivered within the specified time frame and in the three other instances the

quality of the product was poor so approval was given by the Senior Executive Engineer to purchase the product from the 2nd placed supplier on the tender.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

4. Next Steps: Addressing Quality Assurance Issues

The compilation of both the Inventory and Checklists for 2018 built upon the significant work undertaken in regard to last year's report. The experience gained is valuable and will continue to guide future Quality Assurance Process activities.

Fingal County Council is committed to providing ongoing internal training in relation to areas such as procurement etc.

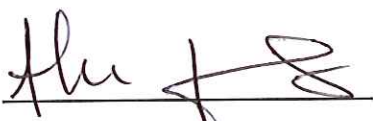
5. Conclusion

The Inventory outlined in this report lists the Capital and Revenue expenditure that is being considered, being incurred and that has recently ended. There were no procurements in excess of €10m in the year under review.

The Checklists completed by the Council and in-depth checks show a satisfactory level of compliance with the Public Spending Code. Additional work is required by all sections within the Council to ensure full and substantial compliance with the Code.

6. Certification

This annual Quality Assurance Report reflects Fingal 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.



Chief Executive

Fingal County Council

Date: 31st May 2019

Appendix 1 Inventory of Projects/Programmes above €0.5 million

Project / Programme Description	Investment > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Fingal County Council												
Housing & Building												
Castleknock/Mulhuddart Site			1,400,000									
Cluid - 22 College Street			1,159,000									
Cluid - Church Street Mulhuddart			3,792,000									
Collinstown Replacement			1,900,000									
Donabate			750,000									
Fold - Balglass Road Howth			2,980,000									
Gardiner's Hill, Balbriggan – Refurbishment			500,000									

Project / Programme Description	Revenue > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Howth		800,000										
Moyne Park refurbishment Phase 2		500,000										
Moyne Road		2,000,000										
NCT Site Ballymun		500,000										
Parslickstown Gardens - Refurbishment		500,000										
Rolestown (20 Dwellings)								4,415,878				
St Brigid's Lawn, Porterstown - Refurbishment		600,000										
St Mary's - Refurbishment		1,000,000										
Cappaghfinn Phase 2 - 28 Units				7,475,000								

Project / Programme Description	Revenue > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Rapid Build Houses Avondale, Mulhuddart - 42 units								7,694,431				
Central Heating - Estate Management								3,000,000				
St. Cronans Green											1,906,700	
Capital Advanced Leasing Facility								1,340,000				
Cappagh (ajd Heathfield) 14 Houses / Cappaghfinn Phase 1 - 14 Units											2,693,000	
CAS acquisitions								5,677,000				
Contract Painting - Estate Management								1,650,000				
Corduff Additional Works								187,400				
Estate Improvement Works - Travellers								900,000				

Project / Programme Description	Approved > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Grange Ballyboughal - 8 houses											1,568,000	
Modular Houses Adjacent to Pinewood Green Court - 25 units											4,618,303	
Modular Houses Adjacent to Wellview Green, Mulhuddart - 20 units											3,439,879	
Moyné Park Baldoyle - Refurbishment											2,007,444	
North & East (Balrothery)											1,900,000	
Parkview Castlelands - 24 houses								4,405,000				
Part V - Various Locations - Affordable Housing								7,500,000				
Pre-let repairs - Estate Management								8,100,000				
Pre-let repairs - Travellers								900,000				

Project / Programme Description	€0.5m - €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Private House Purchase								30,772,800				
Racecourse Common Phase 2 - 77 units								11,600,000				
Rathbeale Road Swords -24 units								5,265,200				
Upgrading Works - Window & Door Replacement - Estate Management								1,050,000				
Vincent De Paul (Estuary Road Malahide)											1,280,000	
Works for Disabled Tenants								800,000				
Bill Shelley Park, refurbishment			600,000									
Rapid Build Houses Church Road Mulhuddart - 22 units								5,202,568				
A08 Housing Loans	996,800											

Project / Programme Description	Expenditure > €11.3m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
A09 Housing Grants	611,400											
A01 Maintenance & Improvement of LA Housing Units						10,698,217						
A02 Housing Assessment, Allocation and Transfer						1,340,316						
A03 Housing Rent and Tenant Purchase Administration						1,858,126						
A04 Housing Community Development Support						1,648,332						
A05 Administration of Homeless Service						2,887,068						
A06 Support to Housing Capital Prog.						7,934,664						
A07 RAS Programme						22,330,412						
A08 Housing Loans						3,961,339						

Project / Programme Description	Myopus > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
A09 Housing Grants						2,961,390						
A11 Agency & Recoupable Services						867,104						
A12 Housing Assistance Programme						517,199						
Road Transportation and Safety												
LED Energy Reduction Project								2,151,000				
Flood Remediation Works			750,000									
Signage Provision Scheme			750,000									
Signals and Toucan Crossings in Urban areas			600,000									
Harry Reynolds Road, Balbriggan, Greenway								4,000,000				

Project / Programme Description	Revenue	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
N3 Improvement Scheme								9,360,000				
Rush Lusk Greenway		3,200,000										
Kellystown Road, D. 15								12,200,000				
Damastown to Wellview Link Road		2,000,000										
Donabate to Skerries Greenway		6,450,000										
Donabate Pedestrian Bridge		1,000,000										
Park Road Upgrade, Rush		2,000,000										
Ramp Access to Railway Station		2,000,000										
Rathbeale Road Swords								6,000,000				

Project / Programme Description	Revenue < €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Ongar to Barnhill								12,000,000				
Skeries to Balbriggan Greenway				6,500,000								
Swords Western Distributor Road				14,000,000								
Bridge at Back Road, Malahide											2,450,000	
Donabate Road								17,000,000				
Baldoyle - Portmarnock Coastal Walkway								1,750,000				
Hole in the Wall Road, Baldoyle								3,300,000				
Pedestrian/Cycleway Broadmeadow Way								6,500,000				
Royal Canal Cycleway - Phase 2&3 including Cycle Network Route 1 (Royal Canal 12th Lock to KCC)								15,000,000				

Project / Programme Description	Expenditure > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Snugborough Interchange								13,700,000				
Sutton to Malahide Greenway								8,200,000				
B03 Regional Road - Maintenance and Improvement	729,400											
B03 Regional Road - Maintenance and Improvement						6,806,603						
B04 Local Road - Maintenance and Improvement						10,694,012						
B05 Public Lighting						4,922,285						
B06 Traffic Management Improvement						2,899,374						
B08 Road Safety Promotion & Education						1,388,508						
B09 Car Parking						709,993						

Project / Programme Description	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
B10 Support to Roads Capital Prog					1,271,676						
B11 Agency & Recoupable Services					791,253						
Water Services											
C01 Water Supply					10,283,257						
C02 Waste Water Treatment					5,967,496						
C06 Support to Water Capital Programme					923,599						
C08 Local Authority Water and Sanitary Services					1,782,727						
Development Management											
Balbriggan Improvement Scheme			10,000,000								

Project / Programme Description	Revenue > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Enterprise Centres		900,000										
Stephenstown Industrial Estate										3,000,000		
Future land purchase			8,500,000									
Damastown Industrial Estate								1,500,000				
Enterprise Centres								2,000,000				
SICAP								1,200,000				
D02 Development Management	526,400											
D09 Economic Development and Promotion	562,200											
D01 Forward Planning						3,208,302						

Project / Programme Description	Revenue > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
D02 Development Management						6,860,851						
D03 Enforcement						548,039						
D04 Industrial and Commercial Facilities						678,724						
D05 Tourism Development and Promotion						1,388,026						
D06 Community and Enterprise Function						1,912,899						
D08 Building Control						1,569,919						
D09 Economic Development and Promotion						3,354,344						
D10 Property Management						1,053,080						
D11 Heritage and Conservation Services						850,989						

Project / Programme Description	Expenditure > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Environmental Services												
Kellystown Cemetery D15 (C/M)								1,667,000				
Balleally Landfill Restoration & Development								17,240,000				
Dunsink Landfill Restoration and Development								500,000				
Nevitt Landfill								2,900,000				
Balgriffin Cemetery Extension Phase 1								3,005,800				
Emergency coastal protection works								600,000				
E06 Street Cleaning	650,500											
E11 Operation of Fire Service	808,000											

Project / Programme Description	Expenditure > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
E01 Landfill Operation and Aftercare						5,247,929						
E02 Recovery & Recycling Facilities Operations						2,725,948						
E03 Waste to Energy Facilities Operations						813,731						
E05 Litter Management						1,016,295						
E06 Street Cleaning						6,451,057						
E07 Waste Regulations, Monitoring and Enforcement						953,570						
E09 Maintenance of Burial Grounds						4,425,803						
E10 Safety of Structures and Places						1,215,998						
E11 Operation of Fire Service						21,187,450						

Project / Programme Description	Revenue & Expenditure	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
E13 Water Quality, Air and Noise Pollution						871,237						
Recreation & Amenity												
Ardgillan Castle			550,000									
Community Centre Improvement works			1,200,000									
Kellystown/Porterstown School Site (DOES)								1,600,000				
Tyrrellstown AWP			1,200,000									
Malahide Casino / Fry Model								2,400,000				
Bremore Castle				6,400,000								
Newbridge House - Roof Repair			550,000									

Project / Programme Description	Expenditure > €5,000	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Newbridge House - Electrical Upgrade		750,000										
Skerries Red Barn		510,000										
Newbridge Demesne (Upgrade Visitor Facilities)		-						925,000				
Swords Civic and Cultural Centre					22,145,000							
Baleally Landfill - Development of Rogerstown Park			3,300,000									
Coastal Defence Works											1,600,000	
Malahide Green											500,000	
Porterstown Park Recreational Hub											1,050,000	
Racecourse Park Wetlands			2,450,000									

Project / Programme Description	Initiative / CLS/SLP	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
Rivervalley Park (All weather and recreational hub)								4,000,000				
Castlelands Recreation Centre (DOES)								2,500,000				
Kinsealy/Melrose Community Projects								1,500,000				
Lusk Integrated Facility (DOES)								1,200,000				
Bremore Castle and Regional Park								10,000,000				
Swords Cultural Quarter (Swords Castle)								4,350,000				
Skerries Library Refurbishment								1,580,000				
St Catherine's Park								1,000,000				
Tyrellstown Park								700,000				

Project / Programme Description	Revenue > €0.5m	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
The Marketing Suite Baldoyle			500,000									
Meakstown Community Facility			2,200,000									
F02 Operation of Library and Archival Service	566,500											
F03 Outdoor Leisure Areas Operations	859,700											
F04 Community Sport and Recreational Development	1,259,800											
F01 Leisure Facilities Operations						869,041						
F02 Operation of Library and Archival Service						15,711,632						
F03 Outdoor Leisure Areas Operations						18,145,592						
F04 Community Sport and Recreational Development						5,215,113						

Project / Programme Description	Programme 9 (€1.3M)	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
F05 Operation of Arts Programme						7,601,712						
Miscellaneous												
Atrium Grove Road								750,000				
County Hall Canteen refurbishment								500,000				
County Hall Floor Refurbishment			1,200,000									
Balbriggan Town Hall Purchase								8,500,000				
Core IT Data Network Replacement								602,500				
Refurbishment of County Hall								1,025,000				
Energy Improvement works(Medium term)			1,000,000									

Project / Programme Description	Programme 2018	Capital Grant Schemes > €0.5m	Capital Projects €0.5m - €5m	Capital Projects €5m - €20m	Capital Projects €20m plus	Current Expenditure (AFS 2018 figures)	Capital Grant Schemes	Capital Projects	Revenue Expenditure	Capital Grant Schemes	Capital Projects	NOTES
H03 Administration of Rates						7,185,424						
H09 Local Representation & Civic Leadership						2,213,282						
H11 Agency & Recoupable Services						781,563						
	7,570,700	-	54,041,000	52,875,000	22,145,000	229,502,500	-	288,516,577	-	-	24,863,326	-

Appendix 2 Self- Assessment Checklists

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

General Obligations not specific to individual projects/ programme	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 authority and its agencies are aware of the requirements of the Public Spending Code (incl. through training)?	3	
1.2 Has training on the Public Spending Code been provided to relevant staff within the authority?	2	Some training has been provided which directly relates to the PSC. FCC is committed to providing ongoing training in relation to areas such as procurement, etc.
1.3 Has the Public Spending Code been adapted for the type of project/programme that your local authority is responsible for? i.e., have adapted sectoral guidelines been developed?	3	Local Government Sector guidance is in place and has been followed.
1.4 Has the local authority in its role as Sanctioning Authority satisfied itself that agencies that it funds comply with the Public Spending Code?	N/A	
1.5 Have recommendations from previous QA reports (incl. spot checks) been disseminated, where appropriate, within the local authority and to agencies?	3	Findings issued within and followed up
1.6 Have recommendations from previous QA reports been acted upon?	3	Recommendations have been followed up
1.7 Has an annual Public Spending Code QA report been certified by the local authority's Chief Executive, submitted to NOAC and published on the authority's website?	3	
1.8 Was the required sample of projects/programmes subjected to in-depth checking as per step 4 of the QAP?	3	
1.9 Is there a process in place to plan for ex post evaluations/Post Project Reviews?	1	FCC proposes to develop a process for selecting and reviewing completed projects. Reviews are currently taking place on an ad-hoc basis.
1.10 How many formal Post Project Review evaluations have been completed in the year under review? Have they been issued promptly to the relevant stakeholders / published in a timely manner?	1	No formal post projects reviews were completed in 2018.

1.11 Is there a process to follow up on the recommendations of previous evaluations/Post project reviews?	2	Recommendations from previous in-depth checks are recorded and tracked. Future recommendations resulting from Post Project Reviews will be included on this tracker.
1.12 How have the recommendations of previous evaluations / post project reviews informed resource allocation decisions?	1	No formal post projects reviews have been undertaken.

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 preliminary appraisal undertaken for all projects > €5m?	3	
2.2 Was an appropriate appraisal method used in respect of capital projects or capital programmes/grant schemes?	3	
2.3 Was a CBA/CEA completed for all projects exceeding €20m?	3	
2.4 Was the appraisal process commenced at an early stage to facilitate decision making? (i.e. prior to the decision)	3	
2.5 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	
2.6 If a CBA/CEA was required was it submitted to the relevant Department for their views?	3	
2.7 Were the NDFA consulted for projects costing more than €20m?	1	Swords Cultural Quarter – NDFA not consulted
2.8 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	
2.9 Was approval granted to proceed to tender?	3	
2.10 Were procurement rules complied with?	3	
2.11 Were State Aid rules checked for all supports?	3	
2.12 Were the tenders received in line with the Approval in Principle in terms of cost and what is expected to be delivered?	3	
2.13 Were performance indicators specified for each project/programme that will allow for a robust evaluation at a later date?	2	
2.14 Have steps been put in place to gather performance indicator data?	2	

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	
3.2 Are objectives measurable in quantitative terms?	3	
3.3 Was a business case, incorporating financial and economic appraisal, prepared for new current expenditure?	2	
3.4 Was an appropriate appraisal method used?	3	
3.5 Was an economic appraisal completed for all projects 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 Department?	N/A	
3.10 Has an assessment of likely demand for the new scheme/scheme extension been estimated based on empirical evidence?	2	
3.11 Was the required approval granted?	3	
3.12 Has a sunset clause (as defined in section B06, 4.2 of the Public Spending Code) been set?	N/A	
3.13 If outsourcing was involved were procurement rules complied with?	3	
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?	3	
3.15 Have steps been put in place to gather performance indicator data?	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 in Principle?	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?	3	
4.6 Did projects/programmes/grant schemes keep within their financial budget and time schedule?	3	
4.7 Did budgets have to be adjusted?	3	
4.8 Were decisions on changes to budgets / time schedules made promptly?	3	
4.9 Did circumstances ever warrant questioning the viability of the project/programme/grant scheme and the business case incl. CBA/CEA? (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?	N/A	
4.11 If costs increased was approval received from the Sanctioning 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	

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	
5.2 Are outputs well defined?	3	
5.3 Are outputs quantified on a regular basis?	3	
5.4 Is there a method for monitoring efficiency on an on-going basis?	3	
5.5 Are outcomes well defined?	3	
5.6 Are outcomes quantified on a regular basis?	3	
5.7 Are unit costings compiled for performance monitoring?	3	
5.8 Are other data compiled to monitor performance?	3	
5.9 Is there a method for monitoring effectiveness on an on-going basis?	3	
5.10 Has the organisation engaged in any other 'evaluation proofing' of programmes/projects?	3	

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 post project reviews were completed in the year under review?	1	No reviews carried out in 2018
6.2 Was a post project review completed for all projects/programmes exceeding €20m?	N/A	
6.3 Was a post project review completed for all capital grant schemes where the scheme both (1) had an annual value in excess of €30m and (2) where scheme duration was five years or more?	N/A	
6.4 Aside from projects over €20m and grant schemes over €30m, was the requirement to review 5% (Value) of all other projects adhered to?	2	
6.5 If sufficient time has not elapsed to allow for a proper assessment, has a post project review been scheduled for a future date?	3	
6.6 Were lessons learned from post-project reviews disseminated within the Sponsoring Agency and to the Sanctioning Authority? (Or other relevant bodies)	3	
6.7 Were changes made to practices in light of lessons learned from post-project reviews?	3	
6.8 Were project reviews carried out by staffing resources independent of project implementation?	2	

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	
7.2 Did those reviews reach conclusions on whether the programmes were efficient?	N/A	
7.3 Did those reviews reach conclusions on whether the programmes were effective?	N/A	
7.4 Have the conclusions reached been taken into account in related areas of expenditure?	N/A	
7.5 Were any programmes discontinued following a review of a current expenditure programme?	N/A	
7.6 Were reviews carried out by staffing resources independent of project implementation?	N/A	
7.7 Were changes made to the organisation's practices in light of lessons learned from reviews?	N/A	

Notes:

- (a) The scoring mechanism for the above tables is set out below:
 - I. Scope for significant improvements = a score of 1
 - II. Compliant but with some improvement necessary = a score of 2
 - III. Broadly compliant = a score of 3

- (b) 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.

- (c) 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 for those questions which address compliance with appraisal/evaluation requirements i.e. the annual number of CBAs, VFMs/FPAs and post project reviews.

Appendix 3 In-Depth Check Reports

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	Bremore Castle
Detail	The development of Bremore Castle & Gardens, Banqueting and Café (Phase 1) as an attractive, vibrant, sustainable and unique signature tourist offering for Fingal
Responsible Body	Fingal County Council
Current Status	Expenditure Being Considered
Start Date	Proposed in 2016
End Date	N/K
Overall Cost	€6.4 million (Phase 1)

Project Description

Bremore Castle was identified as having the potential to be “reinvented as a significant tourism offering without many of the heritage limitations normally associated with a protect structure or monument”. The Castle is being developed as Ireland’s pre-eminent banqueting venue with a range of supporting visitor facilities within the grounds of the site.

The re-developed castle could have a very significant role in driving the regeneration of Balbriggan as well as contributing to the wider commercial viability and brand development of the entire Fingal County Council Heritage portfolio.

The proposed works involve:

- Construct two new service towers on the northern and southern elevations of the Castle to provide staircases, lifts, service kitchens and toilets to each floor.
- Extension at ground floor on the southern elevation to accommodate a new reception, assembly and exhibition space.
- Designed to facilitate up to three banquet sittings on each floor of the Castle per day.

Around the Castle the plan provides for two further phases of development to deliver a retail courtyard, restaurant and cookery school and to co-locate a second interpretation centre or commercial attraction within the castle grounds.

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal Audit have completed a Programme Logic Model (PLM) for Bremore Castle. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> - Development of Bremore Castle and Gardens, Banqueting and Café as a visitors attraction. - Construct two new towers to provide staircases, lifts, kitchens and toilets to each floor. - Extend the ground floor to accommodate a new reception, assembly and exhibition space. 	<ul style="list-style-type: none"> - Associated staff administration costs within the relevant departments. - €6.4 million proposed expenditure 	<ul style="list-style-type: none"> - Fingal Heritage Properties Review 2016 - Proposal for the provision of Consultancy services. - Bremore Castle Feasibility Study - Provision of Master plan an Strategy - Provision of Consultancy services for structural engineering assessment and building regulation compliance assessment. 	<ul style="list-style-type: none"> - To renovate the existing Castle and Gardens to provide banqueting, exhibitions, and visitors - café/restaurant by the sea 	<ul style="list-style-type: none"> - To provide a unique and sustainable tourism offering that is attractive and vibrant, and will provide a distinctive experience for local residents, domestic and international visitors.

Description of Programme Logic Model

Objectives: The objective of this project is the development of Bremore Castle as Ireland's pre-eminent banqueting venue with a range of supporting visitor facilities within the grounds. With the ability to facilitate up to three banquet sittings on each floor of the Castle. Construct two new towers to provide staircases, lifts, kitchens and toilets to each floor. Extend the ground floor to accommodate a new reception, assembly and exhibition space.

Inputs: The primary input to the programme was the capital funding of €6.4 million which was provided for by Fingal County Council in its Capital Programme. The inputs also included the associated administration costs for staff within the Architects, Economic, Enterprise and Tourism Departments and Planning and Strategic Department.

Activities: There were a number of key activities carried out through the project including engaging consultant to carry out a feasibility study, engage consultant to develop the market prospectus, engage structural engineering and building regulation compliance assessment.

Outputs: Having carried out the identified activities using the inputs, the outputs of the project are the development of Bremore Castle & Gardens, Banqueting and Café (Phase 1) as an attractive, vibrant, sustainable and unique signature tourist offering for Fingal.

Outcomes: To provide recreational opportunities for the public's benefit whilst preserving, promoting and enhancing Bremore Castle & Gardens and conservation of the historic buildings and landscape.

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

The following section tracks the Bremore Castle Project from inception to conclusion in terms of major project/programme milestones

<i>Month – Year:</i>	<i>Description:</i>
August 2017	RFT for consultants to carry out feasibility study on the potential of Bremore Castle
August 2017	Award of Contract to SLR Consultants
April 2018	SLR present the findings of the feasibility study to CE and relevant members of management team and senior staff.
May 2018	Engage SLR Consultants to prepare the Masterplan and Strategy The engineering brief for the structural and building regulation assessment and to prepare project prospectus
Feb – June 2019	Structural & Building Regulation Compliance Assessments
(To be decided) 2019	Issuing of Market Prospectus
Aug 2019 – Dec 2019	Appointment of full design team
Dec 2019 – January 2020	Preliminary Design
Feb – July 2020	Planning Approval Process /Fire Safety Certificate/Disability Access & National Monuments Ministerial Consents.
July – September 2020	Detailed Design
September – January 2021	Contractor Tender
February 2021	Contractor Mobilised on Site.

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for Bremore Castle.

Project/Programme Key Documents	
Title	Details
1. Fingal Heritage Review 2016	A review of the positioning of Bremore Castle in terms of its development potential and state of readiness to be introduced to the visitor market as a new heritage attraction
2. CE Order Appointing Consultants	Award of Contract to SLR Consulting Limited in respect of the following requirements for Bremore Castle: <ol style="list-style-type: none"> 1. The development of a masterplan & Strategy 2. The preparation of an engineering brief 3. The preparation of a project prospectus to facilitate a soft market testing exercise.
3. Masterplan & Strategy for the re-development of Bremore Castle	Recommending a strategy to enable FCC to invest in the capital works required to complete Bremore Castle to the required standard
4. Employers requirement documents for the Structural Assessment and Building regulation compliance assessment	Detailing the requirements for engagement of consultant engineers carrying out the required structural and building regulation compliance assessment.
5. Draft Market Prospectus brochure	To facilitate a soft market testing exercise with potential operators and investors for Bremore as part of a tendering exercise to secure the services of an operating partner.
6. Request for Tender	Consultancy Services for Structural Engineering Assessment and Building regulation compliance assessment
7. CE Order Acceptance	Award of Contract to RPS Ireland in respect of a requirement for the provision of consultancy services for structural engineering assessment and building regulation compliance assessment,

Key Document 1: Fingal Heritage Review

The study determined that the proposition of developing Bremore castle as a visitor attraction centred on a heritage banqueting offer is commercially strong and viable and having the potential to “reinvented as a significant tourism offering without many of the heritage limitations normally associated with a protect structure or monument”. The re-developed castle could have a very significant role in driving the regeneration of Balbriggan as well as contributing to brand development of the entire Fingal County Council Heritage portfolio.

Key Document 2: CE Order Appointing Consultants

CE orders raised for the appointment of Consultants to develop a master plan & Strategy, preparation of an engineering brief and preparation of a project prospectus to facilitate a soft market testing exercise.

Key Document 3: Masterplan & Strategy for the re-development of Bremore Castle

Develop a masterplan for the re-development of Bremore Castle that would act as a guide for Council to invest, with confidence, in the capital works required to complete Bremore Castle to a standard that will allow it to be best positioned in terms of use and alignment with local regeneration objectives and be brought to the market as major new tourism destination.

Key Document 4: Employers requirement documents for the Structural Assessment and Building regulation compliance assessment

Detailed the requirements for engagement of consultant engineers to carrying out the required structural and building regulation compliance assessment.

Key Document 5: Market Prospectus brochure

To facilitate a soft market testing exercise with potential operators and investors for Bremore as part of a tendering exercise to secure the services of an operating partner.

Key Document 6: Request for Tenders

A request for tenders was published on e-Tenders for Consultancy Services for Structural Engineering Assessment and Building regulation compliance assessment. No responses were received to the initial tender competition. A supplementary request for tender using the Negotiated Procedure was issued to one supplier.

Key Document 7: CE Order Appointing Engineering Consultants

Award of Contract to RPS Ireland in respect of a requirement for the provision of consultancy services for structural engineering assessment and building regulation compliance assessment.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for Bremore Castle. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Fingal Heritage Review 2016	Review identifying the development potential	Yes
CE Orders	Appointment of Consultants	Yes
Masterplan & Strategy for the re-development of Bremore Castle	Statement of re-development and visions	Yes
Employers requirement documents for the Structural Assessment and Building regulation compliance assessment	structural and building regulation compliance assessment review completed to use for tender request	Yes
Draft Market Prospectus brochure	Statement of vision of all phases for potential operators and investors for Bremore	Yes

Data Availability and Proposed Next Steps

All data for the works are available and on the project file in the Economic, Enterprise & Tourism Department.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Bremore Castle 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)

Two Consultants were engaged during the course of this project to provide a Feasibility Study on Bremore Castle, Masterplan & Strategy for the re-development of Bremore Castle and Services for Structural Assessment and Building regulation compliance assessment. It was noted that although the Consultant was procured correctly to conduct the feasibility study, they were not appointed by CE order which is a requirement when engaging consultants. Subsequent to this appointment, further requirements were appointed to the Consultant through CE order for twice the original contact sum. This further works were approved by CE order under The Negotiated Procedure without Prior Publication Regulation 32.

This in-depth check has shown that all management guidelines were adhered to.

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

The project is under consideration and to date the necessary documentation is available from the Economic, Enterprise & Tourism Departments project files for an evaluation at a later date.

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

Not Applicable

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on Bremore Castle.

Summary of In-Depth Check

PSC Status: Expenditure Being Considered

Project Description: The objective of this project is the development of Bremore Castle as Irelands pre-eminent banqueting venue with a range of supporting visitor facilities within the grounds. With the ability to facilitate up to three banquet sittings on each floor of the Castle. Construct two new towers to provide staircases, lifts, kitchens and toilets to each floor. Extend the ground floor to accommodate a new reception, assembly and exhibition space.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: Although this project is at a very early stage of development with Economic, Enterprise & Tourism Department, the expenditure to date has not been accounted through the allocated capital code and instead has been charged to the Revenue Budget.

It was noted that two invoices were charged to the Bremore Feasibility Purchase order which were not related to Bremore Castle, and necessitated in an additional order being raised to pay the outstanding balance.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

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	Skerries Library Refurbishment
Detail	Proposed extension and alteration to Skerries Library
Responsible Body	Fingal County Council
Current Status	Expenditure Being Incurred
Start Date	Initially Proposed Oct, 2017
End Date	Expected Nov, 2021
Overall Cost	€2 million

Project Description

Skerries Library is a Carnegie building which first opened in 1911. The Skerries Library is a 2 storey building with a cut stone front façade with many original features still intact. It is set within Strand Street, in the town centre. It is a protected structure with restrictions on access due to limited space and busy public use. The Library has undergone very little refurbishment or enhancement over the years. The fabric of the building is in good condition with many original features still intact. The upper floor is currently not suitable

for use by the public. The Library currently serves a population of 9,827 and is well used by residents of the town and surrounding areas.

The objective of the development is to provide the town of Skerries and the surrounding areas with a modern, fully functioning public library. Technology will be integrated with the printed format to provide a creative and learning space for the community.

Delays to the progress of the project resulted from discussion and negotiations with the neighbouring residents and the acquisition of two neighbouring properties to the rear of the site. Therefore an extended site has been acquired and this will greatly benefit the Skerries Library project.

The refurbishment which will commence in 2019, will involve the internal remodelling of the ground level, the renovation of the upper floor and a small extension in the garden area at the back of the building.

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 Skerries Library. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> Proposed extension and alteration to Skerries Library is to provide a modern, fully functioning public library, with adult and children's area, study zones, a maker space, activity/meeting rooms and events space. 	<ul style="list-style-type: none"> Associated staff administration costs within the relevant departments. Services from external consultants as part of the Design Team for Skerries Library. €14,299 Acquisition of two Dwellings to facilitate extension to the 	<ul style="list-style-type: none"> Development of design for extended and refurbished Library Procurement of Surveying and Design Team Consultant services Acquisition of neighbouring properties Pre-planning meetings Completion of 	<ul style="list-style-type: none"> Provision of a 21st Century public library for Skerries in which the community can learn, meet, engage and create 	<ul style="list-style-type: none"> Increase in footfall to the Library Increase in the use of print and digital resources Reinforcement of the position of the Library in the community

	<p>Library. €700,000</p>	<p>Part XI process</p> <ul style="list-style-type: none"> • Procurement of Building Contractor • Procurement of IT equipment and furniture • Supply of library books • Fire and H&S inspections 		
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Description of Programme Logic Model

Objectives: The objective of the development is to provide the town of Skerries and the surrounding area with a modern, fully functioning public library, with adult and children's area, study zones, a maker space, activity/meeting rooms and events space. Technology will be integrated with the printed format to provide a creative and learning space for the community.

Inputs: Initial capital funding of €2m but preliminary budget costs for the extended site are in progress but have not been issued to date. Associated staff administration costs within the relevant Council departments.


Activities: Activities carried out to date include, pre-planning meetings, design for the extended and refurbished library, acquisition of the two neighbouring properties and procurement of Surveying and Design Team consultant Services. Activities still to be progressed are Part XI process, procurement of the building contractor, procurement of the IT equipment and furniture and the Fire and H & S inspections.

Outputs: Having carried out the identified activities using the inputs will result in the provision of a 21st Century public library for Skerries and its environs.

Outcomes: The development will increase the footfall to the library, increase the use of print and digital resources and reinforce the position of the library in the community as a key point of access to information, technology and digital services.

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

The following section tracks the Skerries Library from inception to conclusion in terms of major project/programme milestone



July, 2018	Pre-Planning meeting No 1 (Internal Pre-Planning consultation for the Planning & Strategic Infrastructure Department)
August, 2018	Pre-Planning meeting No. 2
February, 2019	Pre-Planning meeting No. 3 (Subsequent to acquisition to two residential units to rear of the site)
April, 2019	Design team meeting No. 1, Briefing preparation for elected Members in advance of the Balbriggan/Swords ACM and Identification of site for temporary library
May, 2019	Part XI investigations, assessments, design proposals to Planning Department
June, 2019	Stage 2 – Final draft documentation
July, 2019	Internal consultation agreement issued to Libraries/Architects for signing
July/Aug, 2019	Notice of proposed development on site, in newspapers and to prescribed bodies
Aug/Sept, 2019	4 week display period and 2 week submission period
October, 2019	CE report to ACM and to County Council
April/May, 2020	Tender issue and evaluation for construction works
June/July, 2020	Construction Phase – commence on site (approx. 16 month programme)
Oct/Nov, 2021	Library Opened

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Skerries Library.

Project/Programme Key Documents	
Title	Details
CEO Acquisitions of two properties	Chief Executive Order approving the purchase of two properties
Agenda for Skerries Community Liaison Committee meeting	Presentation to committee for Library Renovations/Extension
Pre-Planning Briefing for Elected Members	Briefing document presented to Elected Members May, 2018
CE Order for Quantity Surveyor Consultancy Services	Chief Executive Order appointing Levins Associates
CE Order for Civil & Structural Engineering Consultancy Services	Chief Executive Order appointing Fitzsimons Doyle & Associates
CE Order for Consultant Mechanical and Electrical Engineering Services	Chief Executive Order appointing Delap & Waller Ltd
CE Order for Fire Safety & DAC Consultant Services	Chief Executive Order appointing CMGM Ltd, T/A John A McCarthy

Key Document 1: CEO for Acquisitions of Two properties

The Architects Department produced alternative plans to reflect the acquisition of two neighbouring properties resulting from discussions held at meetings in relation to proposed development. The Chief Executive Order provides approval for William Fry, Solicitors to acquire the two properties to eliminate the constraints posed and therefore allowing a significant extension to the library to proceed.

Key Document 2: Agenda for Skerries Community Liaison Committee meeting

A risk was identified that the neighbours nearest to the Library would object to the development and in order to alleviate this risk a meeting was organised with the property owners and occupiers and with the Skerries Community Liaison Committee to present them with the plans for the library renovations and extension. The agenda for this meeting is attached.

Key Document 3: Pre-Planning Briefing for Elected Members

As the funding for the project is through the Capital programme a pre-planning briefing was prepared for the Elected Members detailing the Project Summary, Site Description and the Proposed Programme Dates. This sets out the justification for selecting the preferred option.

Key Documents 4, 5 6 and 7: CEO Appointing Consultants Required prior to Project Commencement

Four Chief Executive Orders copies were submitted detailing the procurement of Consultants required prior to the commencement of the development. Two consultants were procured through an existing framework and the remaining two were procured through e-tenders. All four were procured in compliance with proper procurement procedures.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Skerries Library. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Expenditure Report	To show expenditure on project	Yes – on MS4 System

Data Availability and Proposed Next Steps

Following the acquisition of the adjacent properties, this has required the preparation of alternative plans to reflect the extended site and additional floor area. The final briefing document reflecting these changes is currently being prepared.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Skerries Library 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)

Yes

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

The final briefing documents are currently being prepared and documentation in relation to the project will be available from the project files maintained within the Architects and Library departments.

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

As this project is only in its infancy, no recommendations are being made to enhance future processes and management.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on the Skerries Library.

Summary of In-Depth Check

The following section presents a summary of the findings of this In-Depth Check on the Skerries Library project.

PSC Status: Expenditure Being Incurred

Project Description: The refurbishment of the Carnegie Library located on the main street in Skerries. This library dates from 1911 and the project aims to upgrade the facilities in the library to transform it into a modern, fully functioning public library, with adult and children's area, study zones, a maker space, activity/meeting rooms and events space. Modern technology will be integrated with the printed format (books) to provide a creative and learning space for the community.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project is at an early stage of development, with the only expenditure to date being in 2015 which related to a measured building and site survey. Quotations were sought from three Consultants to carry out his survey and the successful candidate was appointed on the recommendation of the Architects Department.

The project will be overseen in house by a Senior Executive Architect and four Consultancy firms have been appointed to provide the following specialist services, Civil and Structural Engineering, Mechanical and Electrical Engineering, Quantity Surveying and Fire Safety and Disability Access Certification. Their services have been procured using a mini-competition on an existing framework and by request for quotations on the e-tenders system.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

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	Rathbeale Road Upgrade
Detail	Public Infrastructure - Road upgrade which upon delivery will open up adjoining lands for housing development.
Responsible Body	Fingal County Council
Current Status	Expenditure Being Incurred
Start Date	2016
End Date	August 2020
Overall Cost	€5.8 million

Project Description

Rathbeale Road Upgrade (RRU) a public infrastructure project which involves the construction of a public road upgrade on the existing R125 Swords-Ashbourne route located at Oldtown/Mooretown, Swords, Fingal, Co. Dublin with start approx. 1km west of Swords village. The scheme is set out in the Phase 1 works for the Oldtown Mooretown Local Area

Plan. This phase is concerned with the development of the southern portion of Oldtown lands and northern portion of Mooretown lands a Major Urban Development Site, which includes Oldtown Schools, Archaeological Park (north and south of Rathbeale Road), residential development, Oldtown Local Centre and elements of the road network. The upgrade of the Rathbeale Road is also required prior to the development of the school campus on Mooretown lands.

The proposed works will comprise of the following:

- Upgrading of the existing Rathbeale Road from the Murrough Road Junction to the proposed junction of the Swords Western Distributor Road, a distance of approximately 1000m, which includes re-grading and re-alignment of the existing carriageway and the provision of new high quality pedestrian/cyclist facilities along the northern side of the Rathbeale Road and shared footpath/cycle facilities on the southern side of the Rathbeale Road from the Swords Western Distributor Road to the proposed toucan crossing at the proposed Archaeological Park.
- Provision of a new right hand turn lane on the western approach to the existing Murrough Road Junction.
- Provision of junction for access for proposed Local Authority housing and for future access to third party lands.
- Provision of toucan crossing facilities at entrance to the proposed Archaeological Park.
- Provision of junction for secondary access from Mooretown Lands.
- Provision of signalised junction at the intersection of the Rathbeale Road with the Swords Western Distributor Road.
- Provision of new/upgraded footpath facilities on both sides of the Rathbeale Road adjacent to Rathbeale Cottages.
- Retention of existing natural boundary to the southern and northern side of the Rathbeale Road as indicated on planning drawings and provision of new boundary treatment consisting of a dwarf wall and railing along the perimeter of the new Archaeological Park and along the perimeter of the Fingal County Council housing department development with associated landscaping measures.
- All miscellaneous ancillary works including street lighting, lining, road signage, drainage, utility diversions, ducting, landscaping, planting and additional Boundary treatments where required.

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal Audit Unit has completed a Programme Logic Model (PLM) for the Rathbeale Road Upgrade. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> Road upgrade which upon delivery will open up land for housing circa 3,400 units Construction of a new signalised junction Connection to and reconstruction of Rathbeale Road Upgrading of the Rathbeale Road over a length of 1150m Provision of a stop controlled second access junction to the 	<ul style="list-style-type: none"> Associated Staff Administration Costs within the Relevant Departments Consultancy/Professional Fees Advertisement Part 8 LIHAF funding of € 5.8 million (75% of Phase 1) Gannon Homes collaboration 	<ul style="list-style-type: none"> Application for LIHAF Funding Part 8 Planning & Development Regulations 2001-2017 Approval of Funding Appointment of Engineering Consultants Preparation of tender documents Contract E- tenders Review meeting between 	<ul style="list-style-type: none"> Provide new high quality pedestrian facilities Provide new high quality cycle facilities Provide better public transport Provide access to Oldtown/Mooretown LAP Land to allow development Provide access to 	<ul style="list-style-type: none"> Improve traffic movements in the area Improve road & user safety Provide pedestrian cycle and public transport facilities Improve safety for access and egress from the school Improve traffic managing during peak traffic periods

<p>Mooretown lands</p> <ul style="list-style-type: none"> • Signalisation of the junction and toucan crossing at Archaeological Park site • Provision for a future junction to serve third party LAP lands to the east of the Mooretown site • Signalisation and upgrading of Rathbeale Road/Murrough Road junction • Diversions and upgrades of utilities • Proposed road drainage • Ducting for 110 kV overhead to underground diversion 		<p>Department officials and FCC</p> <ul style="list-style-type: none"> • Awarding of Contract • Construction Phase 	<p>the planned Department of Education and Skills post-primary campus</p>	
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Description of Programme Logic Model

Objectives: The objective of the proposed infrastructure is to provide access to the Oldtown/Mooretown LAP lands a Major Urban Development Site to allow development to commence and to ensure strong connections to /from the new development on these lands from/to Swords town centre for the future residents of the LAP area. A further objective of the proposed infrastructure is to provide access to the Department of Education and Skills post-primary campus which is planned for the Mooretown lands.

The Oldtown/Mooretown LAP envisions the development of these lands in a coordinated, sustainable way as a unique extension of the existing town of Swords, with the potential to accommodate 3,400 residential units, resulting in a population of 10,000. The Oldtown/Mooretown lands are located on the north west fringe of Swords and are bisected by the existing R125 Rathbeale Road, with Mooretown to the south and Oldtown to the north.

Inputs: The project will be funded 75% €4.02m Local Infrastructure Housing Activation Fund Grant and 25% €1.78m Fingal County Council. The inputs also include the associated administration costs for staff within Planning and strategic Infrastructure Department.

Activities: There were a number of key activities carried out throughout the project including Approval of LIHAF grant funding, A flood risk assessment, the Appropriate Assessment screening Report, Arboriculture Assessment, Archaeologist Impact Report. The project underwent the Part 8 process of the Planning and Development Regulations 2001 – 2017. A report recommending its approval was adopted and approved by the County Council at its meeting on the 13th November 2017. The publication of a tender request for the construction of the Rathbeale Road Upgrade and the awarding of the contract.

Outputs: The existing Rathbeale Road requires to be upgraded to provide better public transport, pedestrian and cycle facilities which are not catered for within the existing arrangement.

Outcomes: The proposed provision of additional pedestrian crossing facilities on the Glen Ellen Road, the provision of footpath/cycle path on the side opposite the school as far as the proposed pedestrian crossing as well as the footpath/cycle path on the school side will afford all parents and children safe access to and egress from the school.

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

The following section tracks the Rathbeale Road Upgrade from inception to conclusion in terms of major project/programme milestones



<i>Month - Year:</i>	<i>Description:</i>
12/11/2017	Part 8 Planning Approval
08/01/2018	Consultant Waterman Moylan appointed as designer and PSDP
08/11/2017	Stage 1 of Restricted Procedure – Request for tender
21/12/2017	Stage 1 of Restricted Procedure – Tender return date
February 2018	Suitability Assessment
16/08/2018	Stage 2 of Restricted Procedure – Issued to Tenders
08/11/2018	Stage 2 of Restricted Procedure – revised tender return date
December 2018	Tender Assessment
07/01/2019	Report Review of LIHAF project at Report Tender Report Stage
04/04/2019	Contractor Jons Civil Engineering Ltd. awarded contract
29/04/2019	Construction commencement (15 months duration)
August 2020	Anticipated construction completion



Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Rathbeale Road Upgrade.

Project/Programme Key Documents	
Title	Details
Public Display Drawings	Rathbeale Road Upgrade Part 8 Planning Public Display
Local Infrastructure Appraisal – Housing Activation Fund (LIHAF)	Appraisal Report dated January 2017 – Background, Project Description, Objectives, Options, Cost Quantification, Risk Analysis, Preferred Options and Recommendations
LIHAF Agreement Oldtown Mooretown Oct 2017	LIHAF Agreement dated 5th Oct 2017
Chief Executive Orders	CE Orders Appointment of Waterman Moylan to design scheme and undertaking PSDP Duties
Constraints Drawing	Constraints Drawing
Review of LIHAF Project at Tender Report Stage	Project Review for LIHAF at Tender Report Stage
LIHAF Project Review Approval Letter	LIHAF Project Review approval letter
OPW Correspondence Section 50	Consent letter from OPW
CE order Awarding contract	CE Order to award of JCEL as contractor

Key Document 1: Part 8 Planning Public Display

Public consultation is a fundamental element of the 'Part 8' planning application process. This consultation procedure requires that notice of the proposed development be given in the public press and that a Site Notice be erected.

Key Document 2: LIHAF Appraisal

Oldtown/Mooretown LAP land access and associated infrastructure proposal made to the Department of Housing, Planning and Community and Local Government for Local Infrastructure Housing Activation Fund. This appraisal outlined the projects objectives, options available, cost quantification and analysis and a risk analysis.

Key Document 3: LIHAF Agreement

Grant agreement received between the Minister for Housing, Planning and Local Government and Fingal County Council relating to Oldtown/Mooretown LAP land access and associated infrastructure, Swords, Co Dublin.

Key Document 4: CE Orders

CE Order for the Appointment of Waterman Moylan Engineering Consultants to design scheme and CE Order Appointment of Waterman Moylan for the undertaking of PSDP Duties.

Key Document 5: Constraint Drawing

Constraints Drawing

Key Document 6: Project Review for LIHAF at Tender Report Stage

A Contract Notice was published on eTenders – non OJEU on the 8th November 2017 using the Restricted Procedure. The competition is recorded on eTenders with RTF ID No.126357 and is recorded on the Councils Procurement Activity Management System under reference number FCC/230/17.

The LIHAF budget for the Rathbeale Road Upgrade Project as prepared in October 2016 was for a total of €4,900,000 (including VAT). The Executive Report on LIHAF provided the most up to date position with respect to project cost. The projected cost of the project increased to €5,454,094 (including VAT). The increase in cost is accounted for by increased scope of footpath works which is a considered an enhancement to the original project scope at a cost of €90,000 (inclusive of VAT), costs of utility works in excess of expected estimates and inflation in excess of nominal allowances apportioned at project appraisal stage.

Fingal County Council requested that the Department of Housing, Planning, Community and Local Government provide a funding increase i.e. provision of 75% funding of €5,804,094 (Inclusive of VAT).

Key Document 7: LIHAF Project Review Approval Letter

Approval from the Department of Housing, Planning and Local Government to increase grant funding in the overall costs of the project **from €4.9m to €5.36m**, with €4.02m (75%) funding. Fingal County Council is required to match the increase with the remaining 25% and fund the costs of any additional enhancement works and contingency as set out in the tender report.

Key Document 8: OPW Correspondence Section 50

Consent from the Commissioners of Public Works under Section 50 of Arterial Drainage Act, 1945 received.

Key Document 9: CE Order to award of JCEL as contractor

Chief Executive Order awarding of the contract to Jons Civil Engineering Co. Ltd., to construct the Rathbeale Road Upgrade.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Rathbeale Road Upgrade. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Expenditure to Date	Monitoring Expenditure	MS4
LIHAF	LIHAF required reports	Copies on Project File
Meetings with Stakeholders	Project update meetings	Available on Project File

Data Availability and Proposed Next Steps

The data available is consistent with a scheme at construction phase. Contractor was appointed on 4th April 2019. Premobilisation commenced on 27th April 2019. Site mobilisation will commence on 27th May 2019.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Rathbeale Road Upgrade 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)

Part 8 Planning Report was submitted to the County Council on 13th November 2017 and was adopted and approved. The expenditure incurred to date is minimal, compared to the overall project costs i.e. initial Consultancy Fees etc.

Internal Audit notes that the Consultants were appointment in January 2018 to carry out the detailed design stage and tender preparation in relation to the proposed Scheme. The Consultants were appointed following the successful collaboration between Fingal Co Co and Gannon Homes Ltd, to advance the design of the Rathbeale Road at no cost to the Council, the fees for this work to be borne by Gannon Homes Ltd.

The on-going participation of the Consultant was required for the remaining stages of the project including management of the tender process; PSDP duties, site supervision and contract close out. Although the nature of the service required is subject to Public Procurement requirement, due to the constrained timescale, technical engineering issues, financial implication and intellectual property rights, the Negotiated Procedure without Prior Publication was applied.

Appointment of contractor was carried out in compliance with proper procurement procedures – advertised on e-tenders and appointed following reviews of the tender applications by way of Chief Executive Order.

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

The project is in progress, and to date the necessary documentation is available from the Planning and Strategic Infrastructure Department's project files for evaluation.

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

This project is in progress, no recommendations are being made at this stage to enhance future processes and management.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on the Rathbeale Road Upgrade.

Summary of In-Depth Check

PSC Status: Expenditure Being Incurred

Project Description: The objective of the project is to provide access to the Oldtown/Mooretown LAP lands to allow development to commence and to ensure strong connections to /from the new development, with the potential to accommodate 3,400 residential units, resulting in a population of 10,000 on these lands. A further objective of the proposed infrastructure is to provide access to the Department of Education and Skills post-primary campus which is planned for the Mooretown lands.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project is at a very early stage of construction with Planning and Strategic Infrastructure Department. The collaboration process involving Fingal County Council and Gannon Homes Ltd, is a mutually beneficial project, the consultant costs associated with the preliminary design phase and Part 8 planning process phase have been bore by Gannon Home Ltd.

The overall costs of the project increased **from €4.9m to €5.36m**. The increase in cost is accounted for by increased scope of footpath works which is a considered an enhancement to the original project scope at a cost of €90,000 (inclusive of VAT). The increase has been sanctioned by the Department of Housing, Planning and Local Government, and approval for increased grant funding (€4.02m (75%)) was received.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project is being well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

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	Sutton to Malahide Greenway
Detail	Capital investment programme provide a high quality coastal greenway (cycle and pedestrian pathway) linking Sutton and Malahide
Responsible Body	Fingal County Council
Current Status	Expenditure being Incurred
Start Date	First Proposed in 2011, Reviewed 2017
End Date	Dependant on the Planning Process
Overall Cost	€8.2 million

Project Description

The design and planning of an eight kilometre long cycle and pedestrian pathway between Sutton and Malahide, Co. Dublin. The Greenway will predominantly follow a coastal route along the regional road (R106) and aims to provide a high quality safe and attractive amenity for leisure cyclists, tourists and commuters. The route will be in the main segregated from motorised traffic.

The pathway once complete will eventually at its northern end tie-into the proposed Broadmeadow Way Greenway and also join the Dublin City Council, Sutton to Clontarf Cycle Route at its southern end.

A Greenway is a recreational or pedestrian corridor for non-motorised journeys, developed in an integrated manner which enhances both the environment and the quality of life in the surrounding area. These routes are for everyone. While they might be designed specifically to meet the needs of cyclists in terms of gradient and surface they are used by pedestrians, wheelchair users, children in buggies as well as people on all types of bicycles.

Greenways are not simply a means of getting from A to B on your journey; they are an experience in and of themselves. They enable the traveller to experience the communities through which they transport us. Greenways should be used to tell the story of the people and places through which they pass. The number of traffic movements on Greenways will generally be infrequent and limited to access for landowners and maintenance vehicles.

This project was originally commenced as the "Sutton-Malahide-Swords Pedestrian and Cycle Scheme" with Fingal County Council (FCC) working in partnership with the National Transport Authority (NTA). The NTA subsequently advised FCC that the combined Pedestrian and Cycle Scheme should, where practicable meet the minimum standards for a Greenway. This change has necessitated amending the brief issued to the Consultants working on the project, with a view to reviewing and, where necessary, altering the Preliminary Design and associated report

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal Audit has completed a Programme Logic Model (PLM) for the Sutton to Malahide Greenway. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> To provide a safe and attractive Greenway route between the towns of Sutton and Malahide To provide a quality walking and cycling facility Increase participation in physical activities Improve Road Safety 	<ul style="list-style-type: none"> Associated Staff Administration Costs within the Relevant Departments NTA Funding Secured Consultant appointed for Preliminary Design Brief and 	<ul style="list-style-type: none"> Preparation of the Preliminary Design and a Preliminary Design Report; Preparation of Environmental/Ecological Screening & Reports Public Consultation Process Land Acquisition 	<ul style="list-style-type: none"> Provide cycle and walking facilities between Sutton and Malahide 	<ul style="list-style-type: none"> Provide a Greenway (walking and cycling facility) Improve safety for users Enhance leisure/recreational activities in area Improve traffic movements in the area

	<p>development of Project to Planning Stage</p> <ul style="list-style-type: none"> • Topographical Survey Carried out • Legal Advice in relation to proposed CPO process. 	<p>Drawings - CPO</p> <ul style="list-style-type: none"> • Prepare the documentation for Planning Application to An Bord Pleanála 		
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Description of Programme Logic Model

Objectives: The objective of the project is to provide a high quality coastal Greenway or cycleway and footpath of approximately eight kilometres long linking Sutton to Malahide. This section of Greenway, will in-time form part of an overall Coastal Greenway (National Route 5 in the NTA's Greater Dublin Area Cycle Network Plan). This route had been identified as National Corridor 5 in the National Cycle network Scoping Study 2010, the precursor to the Department of Tourism, Transport and Sports Greenway Strategy (July 2018).

The project will provide a safe and attractive cycle route for commuters into the City and local commuter trips. It will also promote informal recreation among all age groups, particularly walking in line with the objectives of the Fingal Development Plans (2011-2017: 2017-2023).

Inputs: Technical Consultant appointed to progress the project by completing the Preliminary Design Stage and Statutory Planning Stage for the "Sutton-Malahide-Swords Pedestrian and Cycle Route". The Planning and Strategic Infrastructure Department following direction from the NTA in relation to the requirements that the standards of the original scheme should, where practicable meet the standards of a Greenway have amended the brief of the consultant working on the scheme. The consultants were asked to review and where necessary alter the Preliminary Design and Associated Report and to prepare a new design that will comply with current standards.

Consultant appointed to carry out a Topographical Survey of the proposed route. Legal advice sought in relation to the Compulsory Purchase Order (CPO) process in relation land in private ownership along the proposed route. Plus the associated staff costs within the Planning and Strategic Infrastructure Department.

Funding in relation to the project since its inception has been approved by the National Transport Authority under the "Sustainable Transport Measures Grants (STMG) Programme"

Activities: The Technical Consultant engaged on the project has completed Stage (1) Concept and Options Selection and is currently progressing Stage (2) of the project which relates to the completion of the Preliminary Design (currently at Draft stage) along with carrying out of Environmental/Ecological screening and preparing reports. Some of the land along the proposed route is in private ownership; this requires the preparation of land acquisition drawings suitable for use in a CPO process. Stage (3) which relates to the application for Planning Permission for the project from An Bord Pleanála has yet to commence.

Outputs: Having carried out the identified activities using the inputs, the outputs of the project is to deliver a high quality coastal greenway or cycleway and footpath linking Sutton to Malahide.

Outcomes: The delivery of a coastal greenway between Sutton and Malahide which will make cycling and walking safer, improve the health of users and attract tourists into the area. Promote an increase in commuting cyclist and children cycling to school. Resulting in a reduction in commuting trips by car and other unsustainable transport modes.

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

The following section tracks the Sutton to Malahide Greenway from inception to conclusion in terms of major project/programme milestones



Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Sutton to Malahide Greenway.

Project/Programme Key Documents	
Title	Details
Fingal Development Plans (2011-2017/2017 -2023)	Setting out the Council's vision in respect of Sustainable Transport/Modal Change
Draft Natura Impact Statement 2014	Appropriate Assessment of the Impact of the Scheme on adjoining Natura 2000 Sites
Preliminary Design Report of the Sutton Malahide Swords Pedestrian & Cycle Scheme March 2015	This document referred to the original scheme which does not comply with current standards
Feasibility Study Options Report Sutton to Malahide Pedestrian & Cycle Scheme November 2017	This document refers to the development of an urban Greenway as directed by the NTA
CE Orders	<p>There are five CE orders in relation to expenditure incurred</p> <p>3. Relate to the Technical Consultants appointment</p> <p>1. Relates to the appointment of a Consultant to carry out the Topographical Survey</p> <p>1. Other relates to the appointment of a Barrister to provide legal advice on the CPO process.</p>

Key Document 1: Preliminary Design Report – March 2015

This document referred to the original scheme which does not comply with current standards for a greenway.

Key Document 2: Feasibility Study Options Report – November 2017

This draft document refers to the scheme in its current form as a Greenway, the draft Preliminary Design Drawings have been circulated to the relevant stakeholders for their comments for inclusion into the final report.

Key Document 3: CE Orders

Detail the appointment of Companies and Persons to provide Professional Services to the Council and their fees applicable to same.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Sutton to Malahide Greenway. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Expenditure to date (Job Code currently in use relates to the original scheme)	Monitoring expenditure	MS4
NTA require a monthly report on funded projects	To review progress, expenditure, timelines and significant issues	Copies on Project File
Monthly Meetings with NTA designated staff	To discuss monthly reports submitted, address any issue and also deal specifically with contractual variations issued, and expenditure claimed in the previous month	Minutes available on Project File

Data Availability and Proposed Next Steps

As the project brief changed substantially from the original SMS scheme with further design parameters changes advised by the NTA in 2018, which required contractual amendments with the technical consultants to allow for the extra services required. The draft revised Preliminary Design has been submitted to the relevant stakeholders for their input.

The preparation of land acquisition drawings suitable for a CPO process are ongoing, likewise the carrying out of Environmental/Ecological screening and preparation of reports is ongoing.

Preparing documentation and applying for Planning Permission for the Scheme through An Bord Pleanála has yet to be commenced.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Sutton to Malahide Greenway 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)

As the project is being delivered by Fingal County Council on behalf of the National Transport Authority who as the funding and sanctioning authority, require that these projects are delivered in accordance with the "NTA Project Management Guidelines" dated December 2011. The release of funding by the NTA is contingent on the project deliverer adhering to the abovementioned guidelines. These guidelines are designed to ensure that it can be demonstrated that the projects are well managed and deliver value for money.

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

Yes

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

Not Applicable as the project is being delivered in accordance with the NTA Project Management Guidelines.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on the Sutton to Malahide Greenway.

Summary of In-Depth Check

PSC Status: Expenditure Being Incurred

Project Description: The objectives of the project are to deliver a high quality coastal Greenway or cycleway and footpath linking Sutton to Malahide. The route would be used by leisure cyclists/pedestrians/tourists at off peak times and weekends but would also be used by local commuters. It is envisioned that route will carry a large portion of commuters as there are large populations in Malahide and Sutton and a substantial number of schools and eventually form part of a larger network of sustainable transport routes.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: This project originally under the remit of the Operations Department but now being project managed by the Planning and Strategic Infrastructure Department, has transformed from the "Sutton-Malahide-Swords Pedestrian and Cycle Route" into the Sutton to Malahide Greenway. This has necessitated a number of brief changes with the technical consultants who were originally appointed following an invitation to tender (March 2015) under the Framework Agreement for Technical Consultancy Services for Transport Projects funded by the National Transport Authority. Their fees in relation to the original brief and subsequent changes (€141,637 to € 270,997) are recorded in three CE orders, which in relation to the amendments acknowledge that it was not possible or practical to conduct a new competitive procurement process for these additional services due to the specialist nature of the work involved. These amendments have been sanctioned by the NTA. The services of the Topographical Consultant was procured following a tender process (September 2013) from participants on the NTA Framework for Topographical Survey Services. The service of the Barrister engaged to provide legal advice was procured by the Council's Property Services Division on the recommendation of the Council's Law Department. The only other expenditure incurred to date relates to the hire of a room in a hotel and newspaper advertisements in relation to non-statutory public consultation process.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

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	Wellview Green – Rapid Build
Detail	Capital Expenditure for the Rapid Build Construction of a 20 Dwelling House Scheme adjacent to Wellview Green, Mulhuddart, Dublin 15.
Responsible Body	Fingal County Council
Current Status	Expenditure Recently Ended
Start Date	April 2016
End Date	December 2018
Overall Cost	€3.498 million

Project Description

As part of Fingal's Housing Strategy, in accordance with the target delivery set out in the Social Housing Strategy 2020 of 1,637 units up to 2018 and with the actions identified in the Action Plan for Housing and Homelessness – Rebuilding Ireland. The Council is required to utilise a number of delivery mechanisms to fulfil the strong demand for social housing. In this case, the Rapid Build Construction of 20 social dwellings adjacent to Wellview Green, Mulhuddart, Dublin 15. The scheme consists of twelve three bedroom and eight two bedroom houses. The Office of Government Procurement chose this project to be a pilot scheme for the national framework for rapid-delivery housing, in schemes of not more than 50 houses.

Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Internal Audit Unit has completed a Programme Logic Model (PLM) for the Wellview Green, Rapid build Construction. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> The construction of 20 Social Dwellings 12 No Type "A" 3 Bedroom Houses - 104 m². 8 no Type "B" 2 Bedroom Houses – 85 m². 	<ul style="list-style-type: none"> Associated Staff Administration Costs within the Relevant Departments 2.347 acre zoned site in Council Ownership Contractor Payments € 3,337,028 Consultants Fees € 143,547 Other Expenditure ESB Networks, Advertising € 18,343 	<ul style="list-style-type: none"> Housing Construction 36 On-Street Parking for the new block Connection to services from adjacent Wellview Green Estate Accommodation works with adjacent Wellview Green Estate Access from adjacent estate by way of a two-way perimeter loop road, designed to DMURs standards Installation of Public lighting and other works essential to a housing scheme. 	<ul style="list-style-type: none"> Construction of 20 dwellings Accommodation works with adjacent housing estates Provision of public lighting, signing and other works ancillary to the construction of a new housing development. Provision of public open space comprising of 2,181 m² between the new houses and existing Wellview Green Estate 	<ul style="list-style-type: none"> To provide accommodation for families currently living in emergency accommodation or in danger of becoming homeless

Description of Programme Logic Model

Objectives: The objectives of the Wellview Green – Rapid Build project are to construct 20 social dwellings, which will be used to provide accommodation for families currently living in emergency accommodation or in danger of becoming homeless. At the time the project was proposed, there were 6,946 applicants on the Council’s social housing list who have expressed a first preference for accommodation in the Blanchardstown Area. The site on which this scheme was constructed is in the ownership of Fingal County Council and was zoned RS “to provide for residential development and protect and improve residential amenity” in the Fingal Development Plan relevant for the period 2011-2017.

Inputs: The Department of Housing, Planning and Local Government (DHPLG) has to date paid Fingal funding in the sum of € 3,444,259.29 in respect of this scheme (Stage 4 capital allocations for LA housing construction the approval process for rapid build housing has been reduced to three stages normally four). The inputs also include the associated administration costs for staff within the Architects and Housing Departments. The availability of the zoned site in Council ownership of circa 2.347 acres.

Activities: The key activity carried out during the project was the design and construction of 20 houses. The layout of the development comprises twenty two-storey houses (Type A and B) laid out in short terraces around the perimeter of an urban block and associated development works.

- 12 no. Type “A” 3-bedroom house of 104m² and 8 no. Type “B” 2-bedroom houses of 85m².


The project road will be a two-way perimeter road, designed to DMURS standards. Access will be at through the existing entrance road to Wellview Green, some road works will be necessary on the existing entrance to make for safe access and accommodation work for residents in houses (1-8) in Wellview Green.

Outputs: The construction of 20 dwellings in two phases to meet the needs of applicants on the Council’s social housing lists. Accommodation works with the adjacent housing estates. The provision of public lighting and signage and other works ancillary to the construction of a new development. The provision of public open between the new houses and Wellview Green, which will effect better passive surveillance of the existing (un-zoned) open space .

Outcomes: The envisaged outcomes of the project were to increase the number of social housing units available in the Blanchardstown area and to provide accommodation for families currently living in emergency accommodation or in danger of becoming homeless.

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

The following section tracks the Wellview Green Rapid Build from inception to conclusion in terms of major project/programme milestones



2011	Fingal Development Plan 2011 – 2017 – Housing Strategy
Apr 2016	Scheme for 20 houses approved by Council – Part XI process completed
Jul 2016	Civil Engineering Services – McMahon Associates Assigned Certifier Services – MLM Ireland Mechanical & Electrical Engineering Services – Ramsey Cox Associates Quantity Surveying Services - Walsh Associates Ground Condition Survey – Causeway Geotech Ltd
Aug 2016	Notice on eTenders by OGP – for the Provision of Rapid Delivery Housing – Multi Supplier Framework Agreement
Oct 2016	Submission to DHPLG – Capital Appraisal for the Project
Nov 2016	Stage 1 and Stage 2 funding approval by the Department of Housing Planning and Local Government
Feb 2017	Tenders received from 15 bidders and evaluated. Winning bid deemed the most economically advantageous and recommended by Consultant Quantity Surveyors & endorsed by Architects Department.
Feb 2017	Contract awarded to Donaghmore Construction (now known as Forrme Ltd) – (€3, 272,359) - Construction Commenced
Mar 2017	Stage 4 funding approval from the Department of Housing Planning and Local Government.
Mar 2017	Appointment of Walsh Associates, Architects & Project Managers – Partial Architectural Svs- Employers Representative
Nov 2017	Construction Completed
Nov 2017	Formal Property Handover
Dec 2018	Revised Contract sum due to scope changes (€3,422,593) increase of € 150,234

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Wellview Green – Rapid Build project.

Project/Programme Key Documents	
Title	Details
Project Brief	Statement of housing needs as identified in the Council's Housing Action Plan
Monthly Architects/Housing Construction Meetings	On-Going Project Management Reports to the Client Department
Fortnightly Meetings between the Architects Department, Project Consultants and the Contractor	Onsite Meetings to discuss Building Progress issues
Correspondence between FCC Housing Department and DHPLG	Correspondence in relation to funding
Interim Costs Reports Approval for stage payments	Details of works completed to date and recommendations for payment

Key Document 1: Original Project Brief

This brief contains a statement of what need is being addressed in relation to the housing needs in the area. It shows how the proposal responds to the needs identified in the Council's Housing Action Plan

Key Document 2: Monthly Management reports

The minutes of the internal meetings between the Council's Architects and Housing Departments showing the progress of each of the ongoing construction projects and expected timeframes and show actions being undertaken and who has the responsibility for carrying them out.

Key Document 3: Meetings Architects Department, the Consultant acting as the Employer's Representative (ER) and the Contractor.

During the construction phase of the project, meetings took place on average on a monthly basis with Staff from the Architects department and the Consultant Project Supervising Architects (ER) and the Contractor, These minutes were minuted and copies of the progress reports presented by the Contractor to these meetings are included.

Key Document 4: Correspondence between FCC Housing Department and DHPLG

There is a correspondence trail between the (DHPLG) and the Council's Housing Construction Section from the submission of the Project Brief in October 2016 to the granting of Stage 4 funding approval.

Key Document 5: Interim Cost Reports

Cost reports/certs recommendations issued by the Council's Consultant Project Supervising Architects in respect of claims submitted by the contractor. These charges were reviewed by the Council's Architects Department and forwarded to the Housing Department with their recommendations to process interim payments.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Wellview Green – Rapid Build project. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Expenditure Report	To show expenditure on project and grant funding received from the DoECLG	MS4 Accounts System
Interim Cost Reports/Certs	To show stage costs incurred in the course of the project and recommendations for payment	Available on Project File MS 4
Correspondence between FCC Housing Department and DHPCLG	Verification of funding to date	Yes – on Project File

Data Availability and Proposed Next Steps

The construction phase completion date and formal property handover took place in November 2017 with the defects period ending in November 2018. The final account process is underway and this is expected to be completed in the third quarter of this year.

The data audit presented above details the type of information that would be available if this project is selected to undergo a Focused Policy Assessment (FPA) of Value for Money Review (VFM).

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Wellview Green – Rapid Build Project 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 expenditure, the appointment of the contractor was by way of a tender process following an advertisement on eTenders by the OGP in respect of a multi supplier framework for the Provision of Rapid Delivery Housing. Due to changes in the scope of the project a revised contract sum was agreed with the contractor representing an increase of 4.59% on the original contract sum.

The appointment of the consultant Architects to provide Partial Architectural Services (Employers Representative) for the two rapid build projects Wellview and Pinewood Green was by way of a mini-competition from an existing Architects Framework.

However the appointments of the External Design Team consultants were not procured in accordance with the requirement of the Capital Works Management Framework. These appointments were made on requests for fee proposal from these companies only, because of their familiarity with the house design and rapid build concept. They were engaged in similar projects for the Council at the time.

This deviation from normal procurement procedures should be viewed in the context of the drive from the Department to provide dwellings in accordance with the National level Framework for the provision of Rapid Delivery Housing Projects and target delivery set out in the Social Housing Strategy 2020 up to 2018 and with the actions identified in the Action Plan for Housing and Homelessness – Rebuilding Ireland. The figures for the Social Housing Outturn for 2018 show that Fingal surpassed its target in each of the categories, with the exception of leasing by delivering 1,916 units during the year compared to the target of 1,637 set down at the beginning of the year. The Council exceeded its target for 2018 by 259 units or 17%.

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

The necessary documentation is available from the Housing and Architects Departments project files to allow for an evaluation of the project at a later date.

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

Compliance with proper procurement procedures should be adhered to in respect of the procurement of professional services.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on the Wellview Green – Rapid Build project.

Summary of In-Depth Check

PSC Status: Expenditure recently ended

Project Description: The objective of the Wellview Green Rapid Build Project was to construct 20 social dwellings, to increase the number of social housing units available in the Blanchardstown area and to provide accommodation for families currently living in emergency accommodation or in danger of becoming homeless. The site on which this scheme was constructed was in the ownership of the Council and zoned for residential purposes thus affording the opportunity to provide dwellings by way of the rapid delivery mode.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: The procurement of works under existing Framework Agreements maximises procurement efficiency and value for money as it allows the Framework Clients in this case the Council, to move directly to tender stage as suitability has already been established thereby significantly reducing the time required for the tendering stage of these projects. The urgency associated with the requirements of particular projects for specialist professional services should not be used as a rationale for deviations from normal procurement procedures.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. This scheme was chosen by the Office of Government Procurement as a pilot scheme, for the national framework for rapid delivery housing, in schemes of not more than 50 houses. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

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	Regional Roads General Maintenance Works
Detail	The Council made provision in the 2018 Revenue Budget for expenditure of €3,236,200 on this programme
Responsible Body	Fingal County Council
Current Status	Current Expenditure – Revenue Programme
Start Date	January 2018
End Date	Ongoing
Overall Cost	€3,268,614

Project Description

There is an on-going programme of general maintenance and improvement of the 1,275km of regional and local roads in the County. This includes repairs to potholes, footpaths, gully cleaning, maintaining and replacing road signs and nameplates, grass cutting, verge trimming and the renewal of road markings and delineators. There has been significant investment in the Works Improvement Programme. €1.5m was provided in Budget 2017 and this investment continues for 2018 with €1.8m being provided for a programme for roads, footpaths and traffic management.

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 Regional Roads General Maintenance Works. A PLM is a standard evaluation tool and further information on their nature is available in the [Public Spending Code](#).

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> • The provision of on-going general maintenance of regional roads within the county (a) Repairs to potholes and footpaths (b) Gully Cleaning (c) Maintaining and replacing road signs, nameplates (d) Grass cutting, 	<ul style="list-style-type: none"> • Admin/Direct Labour €1,771,652 • Materials €313,422 • Hire (Ext) – Plant/Transport/Machinery & Equipment €263,271 • Insurance?Compensatory Payments €241,447 • Minor Contracts – Trade Services €188,453 • Other Expenses €92,145 	<ul style="list-style-type: none"> • Procurement of Contractors (VFM) • Agree Work Programme • Agree Budget • Agree Performance Indicators • Agree Timelines • Inspection of Works • Issue Payments • Review Works Programme 	<ul style="list-style-type: none"> • The maintenance of regional roads throughout the county (a) Improve footpaths (b) Improve drainage (c) Continue general maintenance of all Regional Roads to 	<ul style="list-style-type: none"> • Repairs to potholes • Gully cleaning • Maintaining and replacing road signs and nameplates • Grass cutting and verge trimming • Renewal fo road markings and delineators

<p>verge trimming (e) Renewal of road marking and delineators</p>	<p>(Energy/Utilities, Leasing etc)</p>		<p>standards</p>	
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Description of Programme Logic Model

Objectives: It is the responsibility of each Local Authority to maintain the regional road network within their administrative area. They are responsible for the ongoing maintenance of these roads and strive under this programme to

Inputs: At Fingal County Council's meeting of 7th November, 2017 the Annual Budget for 2018 was adopted which included the provision of a budget of €2,759,000 to implement the Regional Roads General Maintenance Works during the course of 2018. The inputs also include the associated administration costs for staff within the Operations Department.

Activities: The Regional Roads Maintenance and Improvement works is made up of a number of individual projects.

- Repairs to potholes and footpaths
- Gully cleaning
- Maintaining and replacing road signs and nameplates
- Grass cutting and verge trimming
- Renewal of road markings and delineators

During the budget review carried out during 2018 the budget expenditure estimate was increased to €3,236,200 with an outturn spend of €3,268,614.

Outputs: Having carried out the identified activities using the inputs, the outputs are improved footpaths and drainage and continue the general maintenance of all Regional Roads throughout the county.

Outcomes: The envisaged outcomes of the programme are to provide an adequately maintained regional road network throughout the count

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

The following section tracks the Regional Roads General Maintenance Works from inception to conclusion in terms of major project/programme milestones



Jan – Dec 2018	Footpath improvements countywide
Jan – Dec 2018	Drainage improvements countywide
Jan – Dec 2018	General maintenance of regional roads countywide

The Local Government Operation Procurement Centre (LGOPC) coordinated the establishment of Dynamic Purchasing Systems (DPS) and Framework Agreements under the category councils of Plant Hire and Minor Building Works & Civils. SupplyGov.ie (formerly LAQuotes.ie) is a procurement platform facilitating Local Authorities and other state agencies in the procurement of goods, works and services from Suppliers (incl. Contractors and Service Providers). The website has been developed by the Local Government Operational Procurement Centre (LGOPC) to streamline the procurement process of contracting authorities in respect of the operation of local authority led Category Councils for Plant Hire and Minor Building & Civil Works.

To undertake the project the Operations department procures Plant Hire, Road Making Materials & Ancillary Works – Supply and Place and Road Making Materials (Supply Only) under these frameworks.

There were two further frameworks utilized for procurement in this project.

- (a) The Office of Government Procurement (OGP) established a multi supplier framework for the supply of Tools and Hardware. CE order CAG/89/17 approved the activation of this framework.
- (b) Dun Laoghaire-Rathdown County Council made a request for tender for the supply of Road Traffic Signs and Flexible Bollards, to Fingal County Council, Dun Laoghaire-Rathdown County Council and South Dublin County Council. CE Order MST/015/2016 activates this framework.

It is noted during the checks undertaken that the budget estimate increased during 2018. This is reflected in the outturn figures which indicate reduced expenditure incurred on

external contractors and an increase on Direct Labour costs as Wages, Plant Hire and Materials all show spend increases.

The 2018 footpath contract is being carried out by the direct labour crew. This contract included the improvement of school warden crossings, the dishing of footpaths and minor realignment of some footpaths. The works in the Howth/Malahide area are now complete.

There were 3 storms in 2018 which resulted in damage across the county during 2018. Storm Emma which occurred at the end of February and early March initiated a red alert warning for snowfall and sub-zero temperatures. The Operations Department pre-treated priority 1 and priority 2 roads in advance of the heavy snow. The Department also used the snow plough attachments and salted priority 1 and priority 2 routes during and post the heaviest snowfall. Post the red alert period crews continued to work on ensuring roads in the county were passable and in ensuring that hospitals, nursing homes and businesses in towns and villages could continue to deliver services. In addition to the arctic conditions high tides caused flooding at a number of coastal locations particularly in Malahide and Portmarnock. A key focus was ensuring that schools were accessible following reopening and in dealing with road flooding caused by the thawing snow in a number of locations across the county. To complement our own fleet during Storm Emma, nine 180° Backhoe Excavators, three Front Loading Teleporters mounted with Snow Buckets, two Front Ended Shovels and three Tractors were hired to help clear snow.

Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation for the Regional Roads General Maintenance Works.

Project/Programme Key Documents	
Title	Details
Original Business Case	Engineers Report of status of Regional Roads
Quarterly Management Reports	On Going Project Management Reports for Quarterly Budget Review
Annual Budget 2018	Approved by County Council, November, 2017
Chief Executive Orders	CE orders authorising the expenditure on works under the maintenance programme
Financial Reports	MS4 – expenditure/income reports

Key Document 1: Original Business Case

The Engineer's report on the status of Regional Roads is available from the department.

Key Document 2: Quarterly Management reports

The quarterly management reports are available from the department.

Key Document 3: Annual Budget 2018

The County Council at the budget meeting of 7th November, 2017 approved the provision of a budget of €2,759,000 to implement the Regional Roads General Maintenance Works during the course of 2018. This budget was reviewed during the course of 2018 and the budget estimate was revised and increased to €3,236,200. The outturn for 2018 spend was €3,268,614.

Key Document 4: Chief Executive Orders

The Chief Executive Orders authorising this expenditure are available from the department and MS4.

Key Document 5: Financial Reports

Reports can be extracted from MS4 showing expenditure and income in relation to this programme.

Section B - Step 4: Data Audit

The following section details the data audit that was carried out for the Regional Roads General Maintenance Works. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
CE Orders	To ensure compliance with procurement procedures	Yes
MS4 Expenditure Reports	To monitor expenditure	Yes

Data Availability and Proposed Next Steps

The above data is available for inspection. Ongoing monitoring of expenditure is carried out by the Operations Section.

Expenditure will be reviewed in the context of Budget 2019.

Section B - Step 5: Key Evaluation Questions

The following section looks at the key evaluation questions for Regional Roads General Maintenance Works 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 under this programme, Internal Audit is of the opinion that this programme complies with the standards set out in the Public Spending Code.

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

Details of the expenditure are retained on MS4 and within the Operations Department.

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

A recommendation is being made that all relevant staff should be made aware of all Frameworks in place for procuring goods/services.

Section: In-Depth Check Summary

The following section presents a summary of the findings of this In-Depth Check on the Regional Roads General Maintenance Works programme.

Summary of In-Depth Check

The following section presents a summary of the findings of this In-Depth Check on the Regional Roads General Maintenance Works programme.

PSC Status: Expenditure Being Incurred

Project Description: There is an on-going programme of general maintenance and improvement of the 1,275km of regional and local roads in the County. This includes repairs to potholes, footpaths, gully cleaning, maintaining and replacing road signs and nameplates, grass cutting, verge trimming and the renewal of road markings and delineators.

Audit Objective: To provide an independent opinion on compliance with the Public Spending Code and to provide assurance that the decision to progress with the project was soundly based and well managed.

Findings: Having reviewed the documentation in relation to the expenditure incurred under this programme in 2018, Internal Audit is of the opinion that this programme complies with the standards set out in the Public Spending Code.

The procurement of works under existing Framework Agreements maximises procurement efficiency and value for the Framework Clients in this case the Council.

On four occasions items were procured through quick quotes and not through existing frameworks previously set up. All staff involved in procurement within the Department should be informed as to where to access the contents of all relative Frameworks.

On five occasions after the tender for works had been completed the contracts were not awarded to the successful bidders. Two of these instances were attributed to the fact that the supply material could not be delivered within the specified time frame and in the three other instances the quality of the product was poor so approval was given by the Senior Executive Engineer to purchase the product from the 2nd place supplier on the tender.

Audit Opinion: The opinion was informed from the review carried out by the Internal Audit Unit that the decision to go ahead with the project was soundly based and the project was well managed. Overall, the project provides Satisfactory Assurance (see Appendix 4) that there is compliance with the Public Spending Code.

Appendix 4 Audit Assurance Categories and Criteria

ASSURANCE CATEGORY	ASSURANCE CRITERIA
SUBSTANTIAL	<p>Evaluation Opinion:</p> <p>There is a robust system of risk management, control and governance which should ensure that objectives are fully achieved.</p>
	<p>Testing Opinion:</p> <p>The controls are being consistently applied</p>
SATISFACTORY	<p>Evaluation Opinion:</p> <p>There is some risk that objectives may not be fully achieved. Some improvements are required to enhance the adequacy and/or effectiveness of risk management, control and governance.</p>
	<p>Testing Opinion:</p> <p>There is evidence that the level of non-compliance with some of the controls may put some of the system objectives at risk.</p>
LIMITED	<p>Evaluation Opinion:</p> <p>There is considerable risk that the system will fail to meet its objectives. Prompt action is required to improve the adequacy and effectiveness of risk management, control and governance.</p>
	<p>Testing Opinion:</p> <p>The level of non-compliance puts the system objectives at risk.</p>
UNACCEPTABLE	<p>Evaluation Opinion:</p> <p>The system has failed or there is a real and substantial risk that the system will fail to meet its objectives. Urgent action is required to improve the adequacy and effectiveness of risk management, control and governance.</p>
	<p>Testing Opinion:</p> <p>Significant non-compliance with the basic controls leaves the system open to error or abuse.</p>

