
Public Spending Code

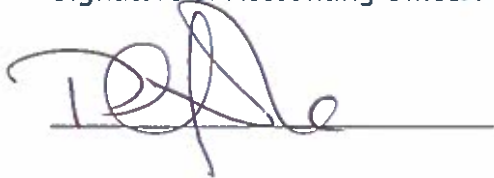
Quality
Assurance
Report for 2014

Dún Laoghaire-
Rathdown
County Council

Certification

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

Signature of Accounting Officer:

A handwritten signature in black ink, appearing to be 'PP', written over a horizontal line.

Date:

A handwritten date in black ink, '30th Sept 2015', written over a horizontal line.

Philomena Poole

Chief Executive

Dún Laoghaire-Rathdown County Council

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Introduction

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

The Quality Assurance procedure aims to gauge the extent to which DLR meets the obligations set out in the Public Spending Code and contains five steps;

Step 1

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

Step 2

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

Step 3

Complete the 7 checklists contained in the PSC.

Step 4

Carry out a more in-depth check on a small number of selected projects/programmes. The value of projects/programmes subject to the in-depth check should be at least 5% of total value of all projects.

Step 5

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

This report fulfils the fifth requirement of the QA Process for DLR in respect of 2014.

Please note that 2014 is the first year in which the QA process has applied to Local Authorities.

Step 1 - Project Inventory

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

The Inventory lists all projects and programmes at various stages of the project life cycle with a value greater than €0.5m. This inventory is divided between current and capital projects/ programmes and between three stages:

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

The Inventory lists a total of 125 projects across the 3 stages and cost categories with a total value of €560.135m.

There are 35 projects being considered with a total value of €145.424m.

The location with the greatest expenditure being considered is Cherrywood, which is the single largest undeveloped land-bank in DLR. It is approximately 360 hectares in size and was designated as a SDZ by the Government in May, 2010. DLR currently have 3 infrastructure projects under consideration in this area with a value totaling €52.400m.

There are 77 projects/programmes being incurred with a total value of € 355.820m. There are 32 capital projects and 45 current expenditure programmes with total values of €198.508m and €157.312m respectively.

There are 13 projects with a total value of €58.891m that have recently ended.

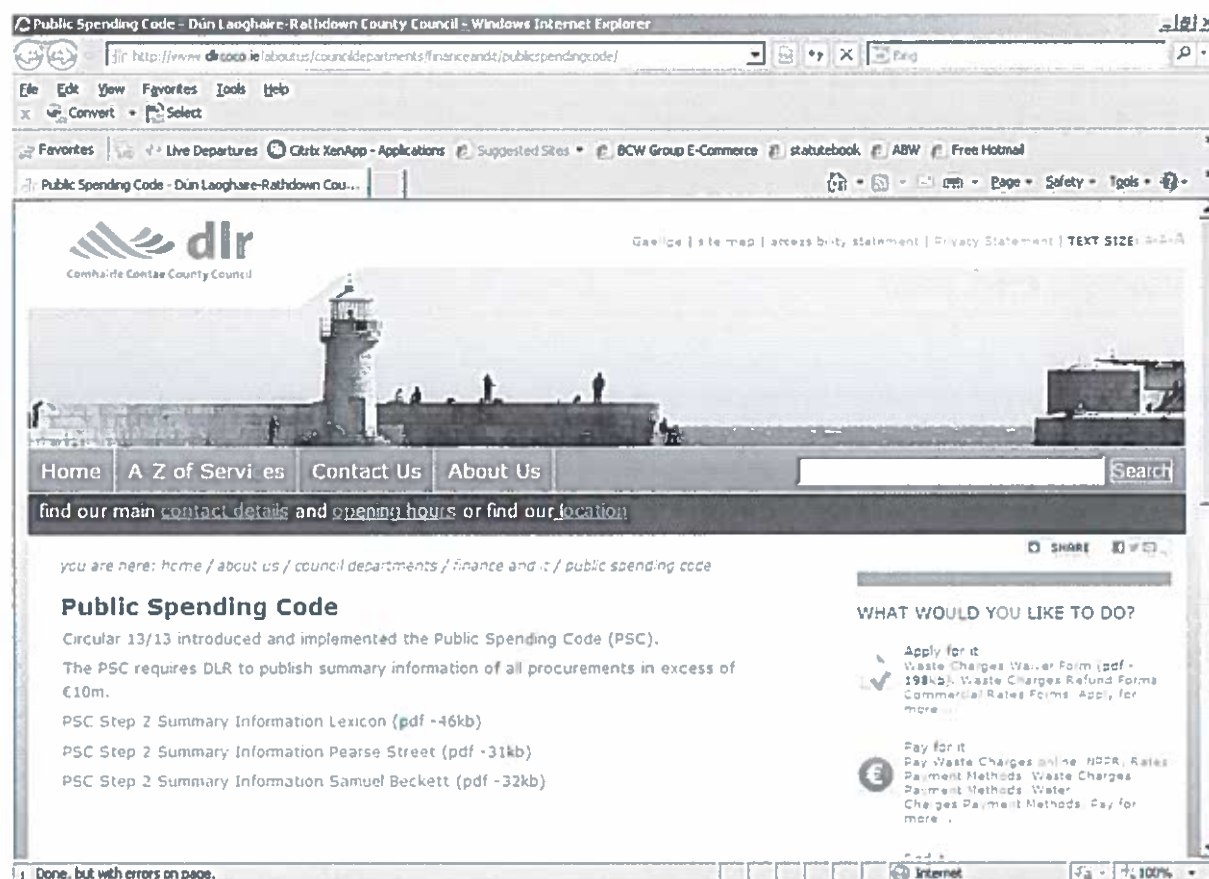
The Project Inventory is included in Appendix A.

Step 2 - Procurements in excess of € 10million

As part of the Quality Assurance process DLR has published summary information on its website of the 3 procurements that were greater than €10m.

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

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



Step 3 - PSC Checklists

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

There are seven checklists in total;

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

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

Step 4 - In-Depth Check

DLR's Internal Audit Unit carried out an in-depth check of one project from the Project Inventory.

From the projects being considered category Cherrywood SDZ - Kiltiernan Link Road, a Road Transportation & Safety Capital Project was selected for an in-depth check.

This project represents 9% of the total of DLR's overall inventory value.

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

Area Reviewed	Assurance Rating	High	Medium	Low	Recommendations
Cherrywood SDZ - Kiltiernan Link Rd	Adequate		2		2

The in-depth check made 2 recommendations as follows;

1. DLR should continue to apply a rigorous oversight throughout the project and afterwards to make certain that an appropriate post evaluation review is completed.
2. DLR should consider the feasibility of providing a cost benefit analysis within the parameters of a grant application for funding for a road which may be used for bus lanes and cycling facilities.

Both recommendations have been accepted and will be implemented.

Conclusion

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

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

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

The in-depth check carried out by Internal Audit revealed no major issues which would cast doubt on this Council's compliance with the Code and showed an overall level of compliance with the PSC. Both recommendations arising from the in-depth check were accepted and will be implemented.

The compilation of both the inventory and checklists for the first year of this QA process was a significant co-ordination task in terms of liaising with various Sections, Departments and Directors.

This process of engagement significantly raised the profile of the PSC and its requirements throughout DLR and among the relevant staff.

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

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

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

While DLR has complied with the requirements of the PSC in respect of 2014 the above improvements will further enhance our reporting and ensure high levels of compliance with the Public Spending Code in the future.

Projects Being Considered						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Housing & Building						
Glendruid Glen Dwellings				0.800		
Road Transportation & Safety						
Bracken Link Road					6.100	
Brennanstown Road				1.000		
Cherrywood SDZ - Kiltiernan Link Rd						50.600
Cherrywood SDZ to Bray walking and cycling link				0.800		
Cherrywood SDZ to Sandyford BD walking & cycling link				1.000		
Clay Farm Permeability Pedestrian Link to Luas				0.500		
County Bike Scheme				1.000		
Deepwell, Blackrock Pedestrian / Cycle Link				0.750		
Dublin Road, Bray (part)					7.000	
Kiltiernan / Glenamuck LAP assoc. works (ex S.49 sch)					5.000	
M50 traffic and demand management measures				0.500		
Monkstown Village - Traffic Improvement Scheme				1.050		
N11 Junction Upgrades				2.500		
N11 Loughlinstown Roundabout interim works				0.500		
Rochestown Avenue					8.000	
Strategic Transportation Studies				0.500		
Dun Laoghaire Town Centre Parking and VMS Signs				0.500		

Projects Being Considered						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Sandyford UFP Traffic Mgmt / Sustainable Travel				3.600		
Shanganagh Road Interim Works					14.000	
Stillorgan Village Movement Plan				3.500		
Traffic / Road Safety Improvement Schemes					9.951	
Traffic demand management measures Countywide				0.500		
Recreation & Amenity						
Blackrock Baths				0.600		
Dundrum Library Extension				5.000		
Glenalbyn Pool					11.663	
Shanganagh Castle Preliminary Works				0.500		
Dún Laoghaire Baths				2.750		
Miscellaneous Services						
Blackrock Main Street Frascati Public Realm				1.000		
Cabinteely Public Realm				0.500		
Central Dún Laoghaire Public Realm				0.800		
Cornelscourt Public Realm				0.500		
Dalkey Squareabout Public Realm				0.650		
Monkstown Village Public Realm				1.050		
Stillorgan Village Public Realm				0.760		

Projects Being Incurred						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Housing & Building						
Cromlech Close, Kilternan				4.034		
Rochestown House Phase 2 Block 1				3.977		
A01 Maintenance /Improvement LA Housing		8.721				
A02 Housing Assessment, Allocation & Transfer	1.376					
A03 Housing Rent & TP Administration	1.487					
A04 Housing Community Development Support	0.648					
A05 Administration of Homeless Service	1.779					
A06 Support to Housing Capital & Affordable Programme	3.642					
A07 RAS Programme		8.335				
A08 Housing Loans	2.229					
A09 Housing Grants	1.269					
Road Transportation & Safety						
Burton Hall Road Extension				3.000		
ESB Link Road					7.600	
Frascati Road, Blackrock				4.000		
Leopardstown Link Road & Roundabout Reconfiguration					8.000	
Traffic Improvement Schemes (Walking & Cycling)					9.000	
DMURS Minor Junctions etc.				1.050		

Projects Being Incurred						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Foxrock Village Car Park				0.650		
Greenways				0.950		
Pottery Road					18.000	
Safety - Accident Investigations Prevention & 30kph Zones				1.000		
Blackglan Road (including Lamb's Cross) Interim Works						24.800
B03 Regional Roads – Maintenance & Improvement	3.074					
B04 Local Road – Maintenance & Improvement		9.949				
B05 Public Lighting		5.282				
B06 Traffic Management Improvement	4.141					
B08 Road Safety Promotion/Education	1.106					
B09 Maintenance & Management of Car Parking	2.647					
B10 Support to Roads Capital Programme	1.142					
B11 Agency & Recoupable Services	0.587					
Water Services						
WSIP Carysfort/Maretimo Stream					8.600	
Minor Drainage Improvements SW					10.000	
Old Conna Ave drainage scheme				1.568		

Projects Being Incurred						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Projects of total value						
C01 Operation and Maintenance of Water Supply		5.311				
C02 Operation and Maintenance of Waste Water Treatment		6.444				
C06 Support to Water Capital Programme	0.531					
Development Management						
D01 Forward Planning	2.065					
D02 Development Management	4.477					
D03 Enforcement	0.790					
D06 Community & Enterprise Function	0.675					
D08 Building Control	0.887					
D09 Economic Development & Promotion	2.222					
D10 Property Management	0.866					
Environmental Services						
Dublin Region Waste to Energy Facility					16.340	
Smart Bins				1.775		
Waste Management Settlement				0.636		
Deansgrange Cemetery Projects				1.075		
E01 Operation, Maintenance and Aftercare of Landfill	4.926					
E02 Op & Mtee of Recovery & Recycling Facilities	1.603					
E04 Provision of Waste to	0.780					

Appendix A -

Collection Services						
Projects Being Incurred						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
E05 Litter Management	1.553					
E06 Street Cleaning		5.679				
E07 Waste Regulations, Monitoring and Enforcement	0.803					
E09 Maintenance and Upkeep of Burial Grounds	1.989					
E11 Operation of Fire Services		13.887				
Recreation & Amenity						
Dun Laoghaire Baths Interim Works Phase I				1.940		
Marlay House & Park Phase 4				0.523		
Marlay Park Courtyard Phase Two				0.750		
Park Lodge Peoples Park				2.526		
Quinn 's Road Shankill Indoor Sports Hall				1.550		
Uplands Projects				0.660		
Blackrock Baths				0.600		
Dun Laoghaire Harbour "Badeschiff" Project				1.500		
Estate Management				1.879		
Lexicon - Central Library & Cultural Centre						43.648
Samual Beckett Civic Campus Phase 1					16.212	
F02 Operation of Library and Archive Services		6.811				
F03 Op. Mtee & Imp of Outdoor Leisure Areas		11.595				

Projects Being Incurred						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
F04 Community Sports and Recreation Development	2.504					
F05 Operation of Arts Programme	2.756					
F06 Agency & Recoupable Services	1.322					
Agriculture, Education, Health & Welfare						
G05 Educational Support Services	1.374					
Miscellaneous Services						
Metals Phase 2				0.665		
H03 Administration of Rates		13.012				
H04 Franchise Costs	0.788					
H09 Local Representation /Civic Leadership	1.819					
H11 Agency & Recoupable Services	2.429					
Projects Recently Ended						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Housing & Building						
Rochestown House Refurb & Construction				1.025		
Pearse Street Dwellings					18.694	
St Nathy 's House Energy Works				0.925		
Monkstown Avenue (Soldier&Sailors)				0.524		

Projects Recently Ended						
Project/Programme Description	Revenue Expenditure			Capital Expenditure		
Projects of total value	€0.5m - €5m	€5m - €20m	Over €20m	€0.5m - €5m	€5m - €20m	Over €20m
Road Transportation & Safety						
Braemor Road Enhancement Scheme 2013-14				3.782		
Environmental Services						
Shanganagh Special Works				1.313		
Recreation & Amenity						
Marlay Park Tamplins Cottage				0.587		
Purchase of Fernhill House & Gardens				4.276		
Marlay Park Golf Pavilion				1.011		
Marlay Park				1.000		
Loughlinstown Pool & Centre Upgrade					7.922	
Dun Laoghaire Bowling Club				1.415		
Miscellaneous Services						
Ballyogan Depot					16.417	

Checklist 1 – To be completed by All Local Authorities

General Obligations not specific to individual projects/programmes	Self-Assessed Compliance Rating: 0 - 4	Comment/Action Required
Does the Local Authority ensure, on an ongoing basis that appropriate people within the Local Authority and in its agencies are aware of the requirements of the Public Spending Code?	2	The requirements of the Public Spending Code brought to the attention of relevant staff in 2014.
Has there been participation by relevant staff in external training on the Public Spending Code (i.e. DPER)	0	Training requested. None Provided. On-going requests from relevant staff for external training.
Has Internal training on the Public Spending Code been provided to relevant staff?	2	All documents, guidelines and notes issued by NOAC were supplied to the relevant staff.
Has the Public Spending Code been adapted for the type of project/programme that your Local Authority is responsible for? i.e. have adapted guidelines been developed?	2	A specific Guidance Note was developed for the Local Government Sector in relation to the QA process. New structures being put in place to help adapt guidelines for DLR.
Has the Local Authority in its role as Sanctioning Authority satisfied itself that agencies that it funds comply with the Public Spending Code?	n/a	
Have recommendations from previous Quality Assurance exercises (incl. old Spot-Checks) been disseminated, where appropriate, within the Local Authority and to your agencies?	2	Dissemination of recommendations is usual.
Have recommendations from previous Quality Assurance exercises been acted upon?	2	In the main.
Has an annual Public Spending Code Quality Assurance Report been submitted to the National Oversight and Audit Commission (NOAC)?	4	Yes - Submitted
Was the required sample subjected to a more in-depth Review i.e. as per Step 4 of the QA process?	4	Yes – In-depth review carried out
Has the Accounting Officer signed off on the information to be published to the website?	4	Yes.
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

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

Capital Expenditure being considered – Appraisal and Approval	Self-Assessed Compliance Rating: 0 - 4	Comment/Action Required
Was a Preliminary Appraisal undertaken for all projects > €5m	3	Needs Assessments and Business Cases used when making preliminary appraisal of projects.
Was an appropriate appraisal method used in respect of each capital project or capital programme/grant scheme?	3	Yes.
Was a CBA/CEA completed for all projects exceeding €20m?	0	A cost benefit analysis is not a requirement when developing a planning scheme for a Strategic Development Zone.
Was the appraisal process commenced at an early stage to facilitate decision making? (i.e. prior to the decision)	3	
Was an Approval in Principle granted by the Sanctioning Authority for all projects before they entered the Planning and Design Phase (e.g. procurement)?	4	Approval In Principle required for Housing Grants.
If a CBA/CEA was required was it submitted to the CEEU for their view?	n/a	
Were the NDFA Consulted for projects costing more than €20m?	n/a	
Were all projects that went forward for tender in line with the Approval in Principle and if not was the detailed appraisal revisited and a fresh Approval in Principle granted?	n/a	
Was approval granted to proceed to tender?	4	
Were Procurement Rules complied with?	4	
Were State Aid rules checked for all supports?	4	
Were the tenders received in line with the Approval in Principle in terms of cost and what is expected to be delivered?	n/a	
Were Performance Indicators specified for each project/programme which will allow for the evaluation of its efficiency and effectiveness?	0	
Have steps been put in place to gather the Performance Indicator data?	0	
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

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

Current Expenditure being considered – Appraisal and Approval	Self-Assessed Compliance Rating: 0 - 4	Comment/Action Required
Were objectives clearly set?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Are objectives measurable in quantitative terms?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Was an appropriate appraisal method used?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Was a business case incorporating financial and economic appraisal prepared for new current expenditure?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Has an assessment of likely demand for the new scheme/scheme extension been estimated based on empirical evidence?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Was the required approval granted?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Has a sunset clause been set?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Has a date been set for the pilot and its evaluation?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Have the methodology and data collection requirements for the pilot been agreed at the outset of the scheme?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
If outsourcing was involved were Procurement Rules complied with?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Were Performance Indicators specified for each new current expenditure proposal or expansion of existing current expenditure which will allow for the evaluation of its efficiency and effectiveness?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Have steps been put in place to gather the Performance Indicator data?	n/a	2014 Expenditure was considered as part of 2013 Budget process.
Self-Assessed Ratings:		
0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

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

Incurring Capital Expenditure	Self-Assessed Compliance Rating: 0 - 4	Comment/Action Required
Was the contract signed and was it in line with the approval in principle?	4	Yes.
Did management boards/steering committees meet regularly as agreed?	4	Yes. Management Team and Public Infrastructure Steering Committee held regular meetings.
Were Programme Co-ordinators appointed to co-ordinate implementation?	4	Yes.
Were Programme Managers responsible for delivery, appointed and were the Project Managers at a suitable senior level for the scale of the project?	4	Yes.
Were monitoring reports prepared regularly, showing implantation against plan budget, timescales and quality?	3	High compliance.
Did the project keep within its financial budget and its time schedule?	3	Majority did.
Did budgets have to be adjusted?	3	At times.
Were decisions on changes to budgets/time schedules made promptly?	3	In the main.
Did circumstances ever warrant questioning the viability of the project and the business case incl. CBA/CEA? (exceeding budget, lack of progress, changes in the environment, new evidence)	n/a	Did not arise.
If circumstances did warrant questioning the viability of a project was the project subjected to adequate examination?	n/a	Did not arise.
If costs increased was approval received from the Sanctioning Authority?	4	Yes.
Were any projects terminated because of deviations from the plan, the budget or because circumstances in the environment changed the need for the investment?	n/a	Did not arise.
For significant projects were quarterly reports on progress submitted to the MAC (Management Team) and to the Minister?	4	MT receives monthly reports and reports submitted to other Bodies as required.
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

Checklist 5: - For Current Expenditure

Incurring Current Expenditure	Self-Assessed Compliance Rating: 0 - 4	Comment/Action Required
Are there clear objectives for all areas of current expenditure?	3	Outlined in Annual Budget, Department Business plans, Annual works programmes, Service Delivery Plan and Performance Indicators.
Are outputs well defined?	3	Budget Review, Correspondence with users (CRM), Corporate Plan – Action Plan 2015 – 2019, PMDS, Annual Report & Performance Indicators Report.
Are outputs quantified on a regular basis?	3	Targets, Goals & Objectives are established at the start of each year and are monitored on an on-going and continuous basis throughout the year through regular scheduled meetings and through continuous contact with relevant staff within departments.
Is there a method for monitoring efficiency on an ongoing basis?	3	Agresso Financial Management System, Stakeholder Meetings. Correspondence with users (CRM), Corporate Plan – Action Plan 2015 – 2019, PMDS, Annual Report & Performance Indicators Report
Are outcomes well defined?	3	Yes in the Department Business Plans, Annual Works Programmes and the Service Delivery Plan.
Are outcomes quantified on a regular basis?	3	Through regular reviews of performance.
Is there a method for monitoring effectiveness on an on-going basis?	3	Structured departmental meetings held to assess and review performance against targets, goals & objectives. The National Performance Indicators the Council's performance is measured against other authorities. The Council's Service Delivery Plan also specifies objectives for the Department.

Appendix B -

How many formal VFMs/FPAs or other evaluations been completed in the year under review? (Focussed Policy Assessment)	0	n/a
Is there an annual process in plan to plan for new VFMs. FPAs and evaluations?	0	n/a
Have all VFMs/FPAs been published in a timely manner?	0	n/a
Is there a process to follow up on the recommendations of previous VPMs/FPAs and other evaluations?	0	n/a
How have the recommendations of VFMs,FPAs and other evaluations informed resource allocation decisions?	0	n/a
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

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

Capital Expenditure Completed	Self-Assessed Compliance Rating: 0 – 4	Comment/Action Required
How many post-project reviews were completed in the year under review?	2	Informal post-project review carried out on projects but limited full reviews carried out.
Was a post project review completed for all projects/programmes exceeding €20m?	n/a	No projects over €20m to review.
If sufficient time has not elapsed to allow a proper assessment of benefits has a post project review been scheduled for a future date?	4	
Were lessons learned from post-project reviews disseminated within the Sponsoring Agency and to the Sanctioning Authority?	4	
Were changes made to the Sponsoring Agencies practices in light of lessons learned from post-project reviews?	4	
Was project review carried out by staffing resources independent of project implementation?	1	Many of the reviews were carried out by project staff.
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		

Checklist 7: - to be completed if 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: 0 - 4	Comment/Action Required
Were reviews carried out of, current expenditure programmes that matured during the year or were discontinued?	n/a	No services ceased in 2014
Did those reviews reach conclusions on whether the programmes were effective?	n/a	No services ceased in 2014
Did those reviews reach conclusions on whether the programmes were efficient?	n/a	No services ceased in 2014
Have the conclusions reached been taken into account in related areas of expenditure?	n/a	No services ceased in 2014
Were any programmes discontinued following a review of a current expenditure programme?	n/a	No services ceased in 2014
Was the review commenced and completed within a period of 6 months?	n/a	No services ceased in 2014
Self-Assessed Ratings: 0 - Not Done, 1 - < 50% compliant, 2 - 50-75% Compliant, 3 - > 75% Compliant, 4 - 100% Compliant		