



**Cavan County Council**  
**Comhairle Chontae an Chabháin**

## **Quality Assurance Report for 2021**

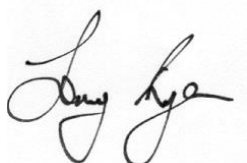
**Cavan County Council**

To Be Submitted to the National Oversight and Audit Commission  
(NOAC), In Compliance with the Public Spending Code

## Certification

This Annual Quality Assurance Report reflects Cavan 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 read 'Tommy Ryan', is written over a light grey rectangular background.

**Mr. Tommy Ryan**  
**Chief Executive**

Date: 30<sup>th</sup> May 2022

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## **Executive Summary**

This report fulfils a requirement under the Public Spending Code<sup>1</sup> (PSC) for each Public Body to put in place an internal, independent, Quality Assurance (QA) procedure that reports annually on how the Public Body and its agencies are meeting their PSC obligations.

This Quality Assurance (QA) Report is for the **period 2021** and is the **eight** QA report to be published by Cavan County Council since the (PSC) came into effect in September 2013 (Department of Public Expenditure and Reform (DPER), *Circular 13/13<sup>2</sup>*) as amended.

The main findings of the report are summarised below under the five key steps required to be completed under the QA procedure:

### **Step 1 — Inventory of Expenditure**

Cavan County Councils inventory list for 2021 (totalling **€755,731,382.92**), identified **123** Projects / Programmes (**31** Current Expenditure and **92** Capital Expenditure), whose expenditure / estimated lifetime cost exceeded €0.5m.

- **123** Projects/programmes: -
  - **43** projects / programmes were being considered in 2021.
  - **73** projects / programmes incurred expenditure in 2021.
  - **7** projects / programmes ended in 2021.

### **Step 2 — Procurements valued in excess of €10 million**

There is still currently 1 project listed. There were **no new projects** with Procurements of Contracts in excess of €10m (completed and Contract signed) for the period 2021.

### **Step 3 — Self-Assessed Compliance Checklists**

A set of checklists (7 in total) for the whole organisation were completed based on information received from **18 samples** taken from the projects/programmes in the 2021 Inventory list (representing **8%** of the total value of expenditure on the list). **9 samples** represented **36%** of the total value of current expenditure and the other **9 samples** represented **5%** of the total value of capital expenditure. The samples showed the Council to be broadly compliant with the PSC.

### **Step 4 — In-Depth Checks**

From the Inventory list - the Internal Auditor selected one Current Expenditure programme (**C05 - Admin of Group and Private Installations**) which represented **6%** of the total value of Current expenditure on the list, and two Capital projects (**31200755 - Multi-Annual Rural Water Programme 2019 – 2021** and **64802385 - Cavan Railway Greenway Project**) which together represented **3.2%** of the total value of Capital Expenditure on the list. (The Average % over a 3-year period of Capital Projects /Programmes selected for In-Depth Check(s) (based on value) is **18%**) The checks showed the Council to be **broadly/substantially compliant** with the PSC.

### **Step 5 — Summary Report**

The publication of this report fulfils Cavan County Councils obligation to produce a summary report outlining its expenditure and level of compliance with the PSC. Overall, the report noted that the checklists completed by Cavan County Council showed a high level of compliance with the Public Spending Code and the in-depth checks carried out on a selection of projects / programmes revealed no major issues which would cast doubt on the Councils compliance with the Code.

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

<sup>2</sup> Circular 13/13: The Public Spending Code: Expenditure Planning, Appraisal and Evaluation in the Irish Public Services- Standard Rules & Procedures

# **1. Introduction**

The **year under review is 2021**. This is the eight year in which the Quality Assurance process has applied to Local Authorities

Cavan County Council has completed this Quality Assurance (QA) Report as part of its ongoing compliance with the Public Spending Code (PSC). The Quality Assurance procedure aims to gauge the extent to which Cavan County Council and its associated agencies are meeting the obligations set out in the Public Spending Code. The Public Spending Code aims to ensure that the State achieves value for money in the use of public funds.

This Quality Assurance (QA) Report adheres to the:-

- National Oversight and Audit Commissions (NOAC) instruction to all Local Authority Chief Executives dated February 2022,
- **Guidance Document:-***“Public Spending Code (PSC) Quality Assurance Requirements – A Guidance Note for the Local Government Sector – Version 4 - dated February 2021*
- **PSC QA Clarifications**

**The Quality Assurance process for the year under review consists of 5 steps;**

## **Step 1 — Project Inventory**

Drawing up the inventories of current and capital projects/programmes at different expenditure stages of the Project Life Cycle (Strategic Assessment, Preliminary Business Case, Final Business Case (including design, procurement strategy and tendering), Implementation, Review, Ex-Post Evaluation) whose expenditure / estimated lifetime cost exceed €500,000. The expenditure is examined under 3 expenditure stages namely, expenditure being considered, expenditure being incurred, and expenditure recently ended.

## **Step 2 — Procurements valued in excess of €10 million.**

Publishing summary information on the Councils website of all Procurements of Contracts in excess of €10m (where the procurement process is completed, and a contract is signed) related to projects in progress or completed in the year under review. A new project may become a “project in progress” during the year under review if the procurement process is completed and a contract is signed.

## **Step 3 — Checklists (Self-Assessed Compliance Checklists)**

Seven (7) basic checklists must be completed in respect of the different stages of expenditure. One of each checklist per Local Authority is required. Checklists are not required for each project/programme. The checklists are informed by an appropriate sample taken from the Project Inventory list. The sample could be 5-10% of projects / programmes and should rotate from year to year.

## **Step 4 — In-Depth Checks**

Carry out a more in-depth check on a small number of selected projects/programmes. Capital Projects selected must represent a minimum of 5% of the total value of all Capital projects on the Project Inventory. Revenue Projects selected must represent a minimum of 1% of the total value of all Revenue Projects on the Project Inventory. This minimum can be an average over a three-year period.

## **Step 5 — Summary Report -**

### **Complete a short report for the National Oversight and Audit Commission (NOAC)**

This includes - Completed Project Inventory of all projects/programmes above €0.5m, Website reference for where the procurements over €10m are published, a copy of completed checklists, the report compiled following any in depth review, and a note of how any inadequacies identified in the QA process will be addressed by the Local Authority.

**This report fulfils the fifth requirement of the QA Process for Cavan County Council.**

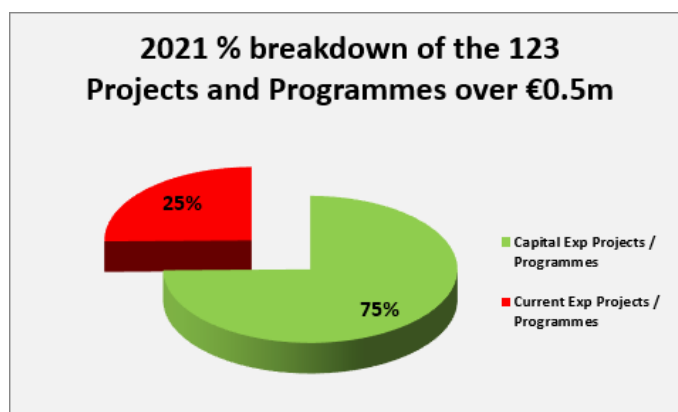
## 2. Expenditure Analysis 2021

### 2.1 - Inventory of Projects/Programmes

Cavan County Councils inventory list identifies projects and programmes at various stages of the project life cycle for **2021** whose expenditure / lifetime cost exceed €0.5m. This inventory is divided between current and capital projects / programmes which are further categorised under one of the following relevant areas / stages of expenditure:

- Expenditure being considered.
- Expenditure being incurred
- Expenditure that has recently ended - (Completed/Discontinued)

The Inventory list for 2021, identifies a total number of **123** Projects / Programmes. (**31** Current Expenditure and **92** Capital Expenditure)

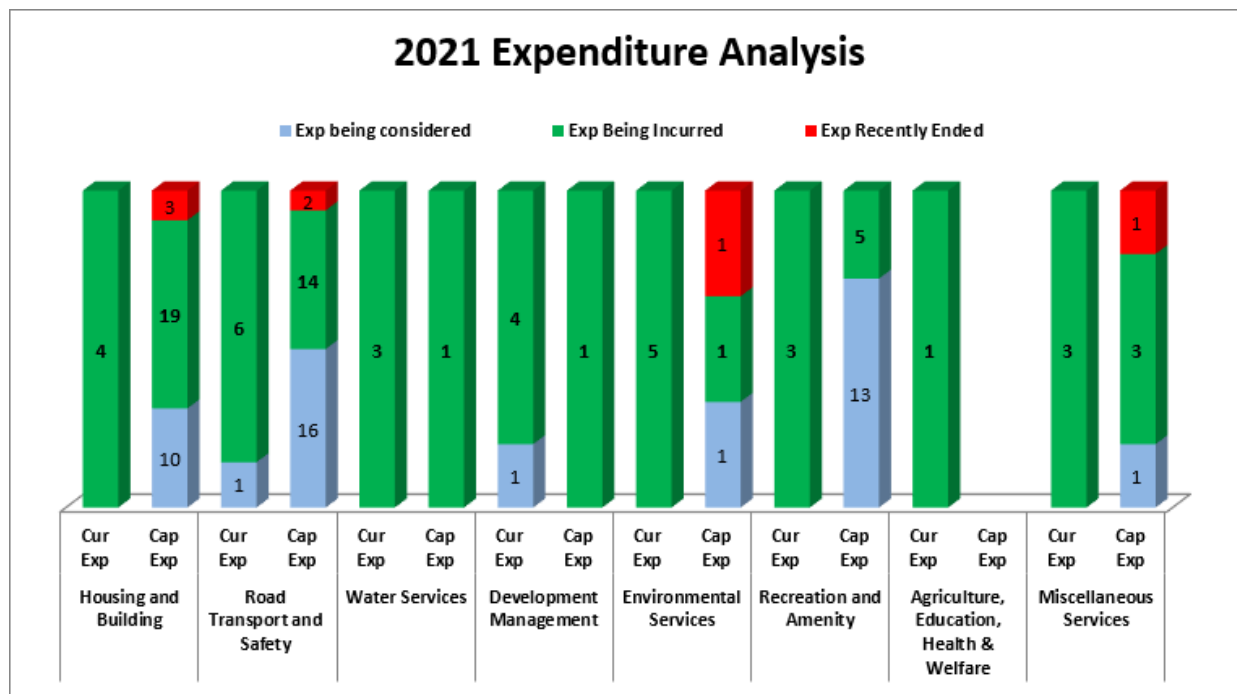


The total value of expenditure from the Councils inventory list for 2021 = **€755,731,382.92**

Inventory List 2021 (Expenditure Types)	Current	Capital	Total Per Expenditure Type
<b>Expenditure being considered 2021 -</b> *Current = Current Expenditure Amount in Reference Year (contains Value of Budget Increases only of projects / programmes whose Budgets Increased by €0.5m or more in 2022 versus 2021). *Capital = Projected Lifetime Expenditure (Based on Estimated Expenditure Figures)	€1,482,091.60	€270,685,603.00	€272,167,694.60
<b>Expenditure being incurred 2021 -</b> *Current = Current Expenditure Amount in Reference Year– (Based on Actual Current Expenditure figures) *Capital = Projected Lifetime Expenditure (Capital only) (Based on Estimated Expenditure Figures)	€71,159,022.38	€403,461,166.36	€474,620,188.74
<b>Expenditure Ended in 2021 -</b> *Current = Final Outturn Expenditure *Capital = Final Outturn Expenditure (Based on Actual Outturn Expenditure Figures)	€ -	€8,943,499.58	€ 8,943,499.58
<b>Totals</b>	72,641,113.98	€683,090,268.94	<b>€755,731,382.92</b>

## 2.2 – Summary of Inventory Analysis for 2021

The Chart below identifies the number of current and capital projects / programmes for each Service Division of Cavan County Council whose Expenditure / Projected Lifetime cost was above €0.5m in 2021, and further divides each under the relevant areas / stages of expenditure.



Full inventory including details of each project / programme are listed in **Appendix 1**. For the purposes of clarity and accuracy the inventory in appendix 1 was compiled using the suggested template provided by the National Oversight and Audit Commission (NOAC) that accompanied their letter dated February 2022 to all Local Authority Chief Executives.

### Expenditure being considered

There was a total of **43** projects / programmes being considered across the various spending and price categories (35 had values between €0.5 and €5 million, 6 had values between €5 million and €20 million and 2 had a value over €20 million). Road Transportation and Safety was the primary area with 17 projects/programmes listed.

### Expenditure being incurred

**73** projects / programmes were identified (61 had values between €0.5 and €5 million, 9 had values between €5 million and €20 million and 3 had values over €20 million). Housing & Building was the primary area with 23 projects/programmes listed.

### Expenditure that has recently ended - (Completed/Discontinued)

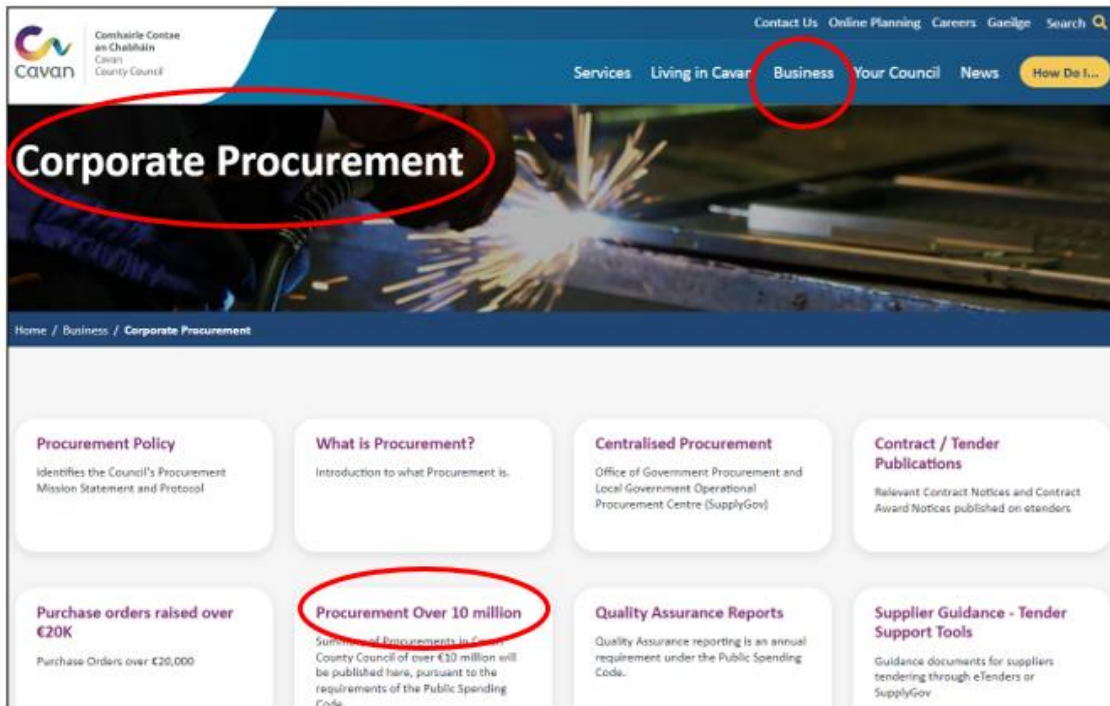
**7** projects / programmes ended (all 7 had values between €0.5 and €5 million). Housing & Building was the primary area with 3 projects/programmes listed.

## 2.3 - Published Summary of Procurements

As part of the Quality Assurance process Cavan County Council has published, summary information on the Council's website of all Procurements of Contracts in excess of €10m (where the procurement process is completed, and a contract is signed). Listed below is the link to this publication page and an illustration of its location. There is still currently 1 project listed. There were **no new projects** with Procurements of Contracts in excess of €10m for the period 2021.

### Link to Procurement Publications:

<https://www.cavancoco.ie/business/corporate-procurement/procurement-over-10-million/>



Source: [www.cavancoco.ie](http://www.cavancoco.ie)



## **3. Assessment of Compliance**

### **3.1 - Checklist Completion:**

The third step in the Quality Assurance process involves completing a set of checklists covering all expenditure. The high-level checks in Step 3 of the QA process are based on a sample of self-assessments carried out within the relevant sections / departments of Cavan County Council 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 Expenditure being considered – Appraisal and Approval.
- **Checklist 3:** Current Expenditure being considered – Appraisal and Approval.
- **Checklist 4:** Incurring Capital Expenditure
- **Checklist 5:** Incurring Current Expenditure
- **Checklist 6:** Capital Expenditure recently completed.
- **Checklist 7:** Current expenditure that (i) reached the end of its planned timeframe or (ii) was discontinued

### **3.2 – Procedure used:**

**Checklist 1** - The first checklist captures obligations / good practice that apply to the organisation as a whole. This was completed by the Procurement Officer as Coordinator of the QA Report.

**Checklist 2-7** – Cavan County Council, compiled a full set of checklists for the organisation, based on the sample of individual checklists completed by the relevant sections / departments within Cavan County Council.

In accordance with the current Guidelines, an appropriate sample of projects / areas of expenditure (as identified in the Inventory list), from relevant sections / departments within Cavan County Council were chosen to help inform the completion of each relevant overall checklist.

### 3.3 - Choosing appropriate Samples

The total value of expenditure from the Councils inventory list for 2021 = **€755,731,382.92**.

The following **18 samples** were chosen representing **8%** of this total expenditure.

- a) **Current Expenditure** - Total value of Current Expenditure identified = **€ 72,641,113.98**  
 Total value of Current Expenditure sampled = **€ 26,422,894.92**

The following **9** service types were selected from the **31** identified in the inventory list for 2021. These account for **36%** of the total current expenditure identified. To achieve a greater spread of sample, a Service Type under expenditure type 1 was chosen and one Service Type from each relevant Service Division was chosen under expenditure type 2. **Note:** - No Current Expenditure Projects/Programmes ended in **2021**.

Service Division	Expenditure Type	Service Type	Increase in Proposed Exp from 2021 Budget to 2022 Budget
Division B-Road Transport & Safety	1	Level of Increase proposed for 2022 service cost - B11 - Agency & Recoupable Services	€821,213.94

Service Division	Expenditure Type	Service Type	Service (Current) Expenditure
Division A-Housing and Building	2	A07 - RAS Programme	€5,015,517.99
Division B-Road Transport & Safety	2	B03 - Regional Road - Maintenance and Improvement	€5,709,888.54
Division C-Water Services	2	C05 - Admin of Group and Private Installations	€4,324,749.24
Division D-Development Management	2	D02 - Development Management	€1,194,839.55
Division E-Environmental Services	2	E13 - Water Quality, Air and Noise Pollution	€573,756.68
Division F-Recreation and Amenity	2	F05 - Operation of Arts Programme	€1,928,457.22
Division G-Agriculture, Education, Health & Welfare	2	G04 - Veterinary Service	€632,950.98
Division H-Miscellaneous Services	2	H03 - Administration of Rates	€6,221,520.78

Expenditure Type :- **1** = Being Considered, **2** = Being Incurred, **3** = Recently Ended

- b) **Capital Expenditure** - Total value of Capital Expenditure identified = **€683,090,268.94**  
 Total value of Capital Expenditure sampled = **€ 30,915,355.19**

The following **9** Capital Projects/Programmes were selected from the **92** Capital Projects/Programmes identified in the inventory list for 2021. These account for **5%** of the total capital expenditure identified. To achieve a greater spread of sample, a minimum of 3 samples from each expenditure type was chosen.

Service Division	Expenditure Type	Project/ Programme Description	Capital Expenditure
Division A-Housing and Building	1	CAS Scheme - River Street Reconfiguration	€803,045.00
Division B-Road Transport & Safety	1	River Blackwater Footbridge	€630,000.00
Division F-Recreation and Amenity	1	Bailieboro Courthouse Regeneration Project	€1,574,300.00
Division C-Water Services	2	31200755 - Multi-Annual Rural Water Programme 2019 – 2021	€1,726,471.00
Division F-Recreation and Amenity	2	64802385 - Cavan Railway Greenway Project	€20,000,000.00
Division H-Miscellaneous Services	2	81100506 - Cootehill Industrial Park	€1,156,232.00
Division B-Road Transport & Safety	3	22101N16 - N16 Blacklion West Pavement Overlay	€1,521,443.25
Division E-Environmental Services	3	54202053 - Virginia New Fire Station	€1,712,889.87
Division H-Miscellaneous Services	3	85001695 - Capital Town Hall Refurbishment	€1,790,974.07

**Expenditure Type :- 1 = Being Considered, 2 = Being Incurred, 3 = Recently Ended**

### 3.4. – Checklist Results:

The full set of checklists for Cavan County Council are set out in **Appendix 2** of this report. In addition to the self-assessed scoring, the vast majority of answers are accompanied by explanatory comments. Each question in the checklist is judged by a 3-point scoring scale – 1 = Scope for significant improvements, 2 = Compliant but with some improvement necessary, or 3 = Broadly Compliant. For questions, deemed not relevant, N/A is entered along with a comment.

### **3.5 - Main Issues Arising from Checklist Assessment**

The completed check lists show the extent to which Cavan County Council believes it complies with the Public Spending Code. Overall, the checklists show a good level of compliance with the Code.

Cavan County Councils set of checklists takes an overview of expenditure covering the organisation as a whole. A sample of individual checklists from relevant sections / departments within Cavan County Council have informed the completion of the Councils overall checklists.

The following are the **main issues arising from the relevant checklist:-**

#### **3.5.1 General Obligations:-**

- a) **Checklist 1 – General Obligations:** - 2021 is the eight year of the Public Spending Code (PSC) in Local Government. The Checklist demonstrates good staff awareness and the Councils continued commitment to adhering to the PSC. With recent changes to the PSC, training specific to Local Government staff would be welcomed.

#### **3.5.2 Expenditure being considered:-**

- a) **Checklist 2 – Capital Expenditure:** - The checklist for capital expenditure under consideration suggests good levels of compliance with the PSC in general with regard to areas such as appraisal, procurement, and complying with the relevant Approving Authorities requirements.
- b) **Checklist 3 - Current Expenditure:** - The only projects and programmes identified under Current Expenditure “Being Considered” are those that had an increase in budget value of €0.5m or more in 2022 versus 2021. The Checklist for Current Expenditure “Being Considered” suggests a good level of compliance with the PSC through appraisal (assessed as part of the Budgetary Process) clear objectives, procurement, and complying with the relevant Approving Authorities requirements.

#### **3.5.3 Expenditure being incurred:-**

- a) **Checklist 4 – Capital Expenditure:** - Good levels of compliance are evident, with regards, adhering to the relevant Approving Authorities guidelines and requirements, seeking approvals (if required), appointment of Project / Programme Co-Ordinators and Managers, Monitoring and having regular Meetings.
- b) **Checklist 5 – Current Expenditure:** - The services identified are primarily rolling year to year. Services provided are statutory functions of the Local Authority and therefore have strict rules and regulations that must be complied with. The checklist provides good evidence of compliance with regards clear objectives, outputs and outcomes as identified in various Legislation, Statutory Regulations/Acts, Schemes, Programmes, Annual Budget Process, Service Delivery Plans, Strategies, Various types of Reports and Records, and other relevant Approving Authority Returns etc.

#### **3.5.4 Expenditure that has recently ended - (Completed/Discontinued)**

- a) **Checklist 6 – Capital Expenditure:** - It is evident that completion reports or similar are undertaken on an ongoing basis or as and when required. The format for recording such reviews varies and may take place at different intervals as and when required by the project / programme.
- b) **Checklist 7 Current Expenditure:** - No current expenditure programmes were ended in 2021.

### 3.6 - In-Depth Checks

This section details the in-depth checks which were carried out by Cavan County Councils Internal Auditor as part of the Public Spending Code.

The Quality Assurance Guidelines – version 4 (as amended), required closer examination of projects / programmes identified in the Inventory List for the year under review to be undertaken. It stipulates that Capital projects / programmes selected must represent a minimum of 5% of the total value of all Capital projects / programmes identified in the Inventory list and Current projects / programmes selected must represent a minimum of 1% of the total value of all Current (revenue) projects / programmes identified in the Inventory list.

**Note: - This minimum can be an average over a three-year period.**

For 2021 - The Internal Auditor selected one Current (revenue) Programme and two Capital Projects / Programmes for further in-depth checks. A summary of each is detailed below and the full in-depth checks as laid out in the prescribed forms, are set out in **Appendix 4**.

#### Current (revenue) Programme Selected –

1. **C05 - Admin of Group and Private Installations** - Total Current Expenditure Amount in 2021 = **€4,324,749.24**

This represents **6%** of the total value of all Current (revenue) projects / programmes identified in the Inventory list for **2021**.

#### Capital Projects / Programmes Selected –

1. **31200755 - Multi-Annual Rural Water Programme 2019 – 2021** - Total Projected Lifetime Expenditure = **€1,726,471.00**

2. **64802385 - Cavan Railway Greenway Project** -

Total Projected Lifetime Expenditure = **€ 20,000,000.00**

The two Capital Projects together represent **3.2%** of the total value of all Capital projects / programmes identified in the Inventory list for **2021**. The Average % over a 3-year period of Capital Projects / Programmes selected for In-Depth Check(s) (based on value) is **18%**.

Year	% (rounded) of Capital Projects /Programmes selected for In-Depth Check(s) (based on value)
2019	44%
2020	7%
2021	3%
Total % over 3-year period	54%
<b>Average % over 3-year period</b>	<b>18%</b>

### **3.6.1 C05 -Admin of Group and Private Installations – Current (revenue) Programme Expenditure Type – Expenditure Being Incurred**

The following section presents a summary of the findings of this In-Depth Check on the **Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme (Rural Group Water Subsidy Scheme & Private Well Grant Scheme)** as operated and managed by Cavan County Council.

**Summary of the In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code Cavan County Council is required to carry out an In-depth review on a minimum of 1% of the total value of all Revenue Projects on the PSC inventory list, averaged over a three-year period. In line with this requirement an in-depth review of the Council's – Revenue Expenditure Code C05 was undertaken. The current expenditure value of this programme for 2021 was **€4,324,749.24** which represents approximately **6%** of the total value of Cavan County Councils Revenue Projects (for 2021) of **€72,641,113.98**.

The Department's Rural Water Programme as administrated by the Local Authority provides an annual subsidy payable by Local Authorities to Group Water Schemes towards their operational and management costs of supplying water for domestic use. Well grants are also payable for the installation and upgrading of private well domestic water supplies. While the day-to-day administration of the Rural Water Programme is devolved to Local Authorities the Department is committed to the successful operation of the Rural Water Programme.

On this basis during 2021 Cavan County Council on behalf of the Rural Water Unit Department of Housing, Local Government and Heritage administrated **Water Subsidies totalling €4,133,641.59 to 26 Group Water Schemes** in County Cavan which accounts for approximately 96% of this programme expenditure. In addition to this the Council processed **20 Private Well Grants applications totalling €46,451.92**. The yearly direct **administration costs and central admin programme charges** of the Council amounted to **€144,655.73**.

This process requires well grant applicants to complete detailed application forms attaching the necessary supporting information for verification by the personnel of the Water Services Department. Group Water Schemes must submit standard subsidy applications containing certified accounts that were passed at the Group Schemes AGM. The operational/ management costs contained in same is used to calculate the subsidy entitlement of each scheme. The Water Services Department of Cavan County Council has ensured that the appropriate organisational management structure, budget procedures, financial systems, verification control processes, and relevant grant approvals are in place to allow for the effective processing, payment and recoupment of both the Private Well Grant Scheme and Group Water Subsidy Scheme.

Based on the findings of the review the opinion formed is that the administration processes applied to this revenue expenditure programme broadly complies with the GWS Subsidy Terms & Conditions towards Operational Costs of Group Water Schemes- Version dated August 2018. 2) and the Private Well Grant Scheme Terms & Conditions Department of the Environment Circular L8/97 (30 April 1997) including the Explanatory Memorandum & Department of Housing, Planning & Local Government Circular L4/20 (V2.). While this is the case some minor enhancements to the current administration procedures were proposed and agreed with the Water Services Section of the Council including:

- Drafting internal guidance measures for processing Subsidy payments to Group Schemes and the related recoupment claims.
- The ongoing reconciliations of the Council's Government Debtor's Account is also advised in relation to the quarterly GWS subsidy scheme charges and the relevant recoupment claims from the Department.
- Consideration to be given to the completion and submission of separate recoupments returns to the Department for Subsidy types A, B and C payments.
- Site inspections to validate completed well grant works and compliance spots checks on Group Water Schemes should be undertaken as required under the terms of the schemes.

On completion of this In-depth Review of the Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme (Rural Group Water Subsidy Scheme & Private Well Grant Scheme) as operated and managed by Cavan County Council Internal Audit has formed the opinion that this Revenue Expenditure Programme appears to be **Broadly/Substantially compliant** with the relevant requirements of the Public Spending Code.

### **3.6.2 64802385 - Cavan Railway Greenway Project – Capital Project** **Expenditure Type – Expenditure Being Incurred**

The following section presents a summary of the findings of this In-Depth Check on the Cavan Railway Greenway Capital Project as managed by Cavan County Council.

**Summary of In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code, Cavan County Council is required to carry out an in-depth review on a minimum of 5% of the total value of all Capital Projects on the PSC inventory list averaged over a three-year period. The overall estimated lifetime value of Cavan County Council's Capital Projects in 2021 was **€683,090,268.94**. In-depth Reviews were carried out on two Capital Projects which together represent **3.2%** of the total value of all Capital projects / programmes identified in the Inventory list for 2021. The Average % over a 3-year period of Capital Projects /Programmes selected for In-Depth Check(s) (based on value) is **18%**.

An In-depth Review was undertaken on the proposed **Cavan Railway Greenway Capital Project** listed under expenditure being incurred by the Council. The estimated lifetime cost of this project is **€20 million** which represents approximately **2.9%** of the overall value of the Council's Capital Projects in the Inventory list for 2021. A second In-depth Review was undertaken on the **Multi-Annual Rural Water Programme 2019 – 2021** listed under expenditure being incurred by the Council. The estimated lifetime value of this project was **€1,726,471.00** which represents approximately **0.3%** of the overall value of the Council's Capital Projects in the Inventory list for 2021.

The success of Greenway projects in Waterford and the Great Western Greenway in Mayo which were opened in 2010, exemplifies the potential for such projects to become huge economic contributors through increased tourism. The Strategy for the Future Development of National and Regional Greenways prepared by the Department of Tourism, Transport and Sport (DTTAS, 2018) ensures that future investments in Greenways will maximise benefits not only within the locality but also on a much wider scale, on a regional level. The Strategy focuses on the delivery of Greenways that are of strategic significance on a regional or national level which could facilitate the development of linked and complementary local developments from other strategies. Cavan County Council has included in its Development Plan objectives the development of an integrated and connected network of sustainable greenways and green routes within Cavan and to adjoining counties.

This Proposed Cavan Railway Greenway will form part of a regionally significant Greenway in so far as it will link up with other proposed Greenways that will traverse Counties, Armagh, Monaghan, Fermanagh, Leitrim and Cavan, as shown in Figure below. Its total length will be approximately 40km.

In January 2020 a funding application was submitted to Department of Transport for Carbon Tax Funding to progress the proposed Greenway. The application was successful receiving an allocation €175,000 from DOT. The current commission is to progress the scheme through Phases 0 - 2 of the Project Management Guidelines. At this stage the overall completion date is difficult to predict - approximately 2026 as it is very much funding dependant. At present the proposed scheme has expenditure incurred with the Consultants appointed in accordance with procurement regulations to progress project from Phase 0 to Phase 2 (Route Selection) of TII. A SAR (Strategic Assessment Report) was prepared and submitted to Dept as required under the PSC and the Project Management Guidelines. This was approved by DOT in Nov 2021. The consultants are currently preparing Route Options for 1st Public Consultation which is due to take place in first half of 2022 with additional funding of €150,000 to be approved by TII to progress scheme.

As the various phases are sanctioned by the Approving Authority (TII) all necessary stages of the Proposed Cavan Railway Greenway Capital Project will be undertaken in accordance with the Public Spending Code Regulations and the Capital Management Framework Guidelines. To date all necessary project assessments/ reports and sanctions by Approving Authority on the proposed project appear to have been strategically managed to date with the view of achieving the prime objective of the scheme and maximising the proposed outputs and outcomes.

On completion of the In-depth review of the Proposed **Cavan Railway Greenway Capital Project** as managed by Cavan County Council Internal Audit has formed the opinion that this Capital Expenditure Project appears to be **Broadly/Substantially compliant** with the relevant requirements of the Public Spending Code.

### **3.6.3 31200755 -Multi-Annual Rural Water Programme 2019-2021-Capital Programme Expenditure Type – Expenditure Being Incurred**

The following section presents a summary of the findings of this In-Depth Check on the Multi Annual Rural Water Programme 2019-2021 as administrated by Cavan County Council.

**Summary of In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code, Cavan County Council is required to carry out an in-depth review on a minimum of 5% of the total value of all Capital Projects on the PSC inventory list averaged over a three-year period. The overall estimated lifetime value of Cavan County Council's Capital Projects in 2021 was **€683,090,268.94**. In-depth Reviews were carried out on two Capital Projects which together represent **3.2%** of the total value of all Capital projects / programmes identified in the Inventory list for 2021. The average % over a 3-year period of Capital Projects /Programmes selected for In-Depth Check(s) (based on value) is **18%**.

An In-depth Review was undertaken on the **Multi Annual Rural Water Programme 2019-2021** listed under expenditure being incurred by the Council. The estimated lifetime value of this project is **€1,726,471.00** which represents approximately **0.3%** of the overall value of the Council's Capital Projects in the Inventory list for 2021. A second In-depth review examined the proposed **Cavan Railway Greenway Capital Project** listed under expenditure being incurred by the Council. The estimated lifetime project cost of this project is **€20 million** which represents approximately **2.9%** of the overall value of the Council's Capital Projects in the Inventory list for 2021.

The Rural Water Programme, through Exchequer funding, delivers improvements to private domestic water and wastewater services in areas of rural Ireland where there are no public (Irish Water) water/wastewater services. The objective is to provide enhanced funding certainty for priority investment needs to support the implementation of proper planning and sustainable development in rural areas.

Under the Multi Annual Rural Water Programme 2019-2021 grant assistance was made available through Local Authorities to the Group Water Schemes. The framework as circulated in Feb 2019 together with Circular L1/19 provided guidance on the criteria for the completion of Bids for this capital funding. In response a bids submission was made on 13<sup>th</sup> March 2019 by the Council on behalf of 27 Group Water Schemes with project works prioritised as advised. Circular L2/19 on 14<sup>th</sup> Oct 2019 provided confirmation of the national funding allocations to the various Schemes as approved by the Minister. As part of this **17** GWSs within County Cavan received a total allocation of **€1,686,471.00** towards 23 projects under 5 different measures. In addition to this on 27<sup>th</sup> August 2021 a further two schemes received funding allocations under Measure 1 amounting to **€40,000.00**. Overall, the Group Water Schemes within Cavan received a total allocation of **€ 1,726,471.00** under this programme.

Based on the review findings assurance could be primarily provided that the necessary criteria applicable to the programme was applied by the Local Authority. The Review Team was broadly satisfied that all completed works to date were certified by the Group Scheme's Technical Experts with the relevant supporting documentation provided to the Council. The financial / governance control procedures of the Local Authority provide the necessary oversight of the funded projects. The inhouse technical engineers ensures recommendations for the project payments for completed works are clearly documented with the supporting Chief Executive Orders / approvals retained on files. Evidence of project expenditure and contractor's invoices were also available on the sample files examined. The corresponding recoupment funding claims were processed accordingly, and the related payment transactions / government debtor activities were appropriately accounted for in the Council's financial statements.

During the In-depth checks no major procedure issues were identified however the impact of COVID 19 was noticeable given the level of outstanding / incomplete projects with approved funding still awaiting drawdown. As at the 31<sup>st</sup> December 2021 there were 10 Group Water Schemes in Cavan with project works commenced / completed to the value of **€532,054.53**. The Council was advised by the Department in early 2022 on the most appropriate way to progress the completion of the remaining scheme projects. As part of this the relevant control measures were established with the completion of projects now closely monitored. Quarterly programme completion tracker stats inclusive of work commitment timeframes are submitted to the Department to ensure the overall objectives of the scheme will be met before December 2022. While this is the case it is important to highlight that it is



ultimately the responsibility of the Group Water Schemes to ensure the timely progression and completion of their approved projects.

The Review Team advised that it is vital that all outstanding scheme projects continue to be vigorously monitored by the relevant stakeholders including Cavan County Council to ensure the commitment as outlined in the Programme Completion Tracker is fully achieved.

To maximise the opportunities for schemes to meet the water quality standards of the Drinking Water Regulations on a consistent long-term basis Cavan County Council in consultation with the Department must continue to encourage schemes to bring quickly executable, low cost works forward as much as possible in the programme

Cavan County Council must also continue to proactively advise, encourage and focus schemes, particularly smaller schemes, on what are their most sustainable long-term options which are either interconnect to Irish Water where this is the more appropriate solution or rationalise and/or amalgamate with other schemes or standalone where none of the other options are viable.

Based on the findings of this In-depth Review on the **Multi-Annual Rural Water Programme 2019-2021**, Internal Audit is of the opinion is that Cavan County Council appears to be **Broadly (Substantially) compliant** with the relevant requirements of the Public Spending Code.

## **4. Next Steps: Addressing Quality Assurance Issues**

Through the completion of this Quality Assurance (QA) report, Cavan County Council is satisfied that it is meeting the obligations set out in the Public Spending Code (PSC). Assurances have been collated, by sampling various projects / programmes, by conducting in-depth checks and from signed letters/Memos of assurance of compliance with the Public Spending Code submitted annually by each Head of Section / Department.

The completion of the five steps of the QA Process is very important and the process will continue to be embedded into how Cavan County Council conducts its business. However, this report must again note that the QA process is extremely time consuming, and the administrative burden of the QA process has not eased over time as had been expected. This report also recommends the importance of Training and would welcome a national training course/programme on the PSC specific for the Local Government Sector.

Going forward, It is envisaged that the 5 steps of the Quality Assurance element of the PSC will continue to be coordinated by the Procurement Officer with in-depth checks being undertaken by the Internal Auditor. It is also recommended that the Quality Assurance report will continue to be published on the Council's website.

Finally, as not all Sections / Departments will be subject to in-depth checks, Letters/Memos of assurance of compliance with the Public Spending Code will continue to be sought annually from the Heads of each Section / Department. This will provide a basic level of comfort to the Chief Executive and Acting Head of Finance with regard to each section's compliance with the Code.

## **5. Conclusion**

The publication of this report fulfils Cavan County Councils obligation to produce a summary report outlining its expenditure and level of compliance with the PSC. Overall, the report noted that the checklists completed by Cavan County Council showed a high level of compliance with the Public Spending Code and the in-depth checks carried out on a selection of projects / programmes revealed no major issues which would cast doubt on the Councils compliance with the Code.

The inventory outlined in this report clearly lists the current and capital expenditure for the 2021 period under the 3 different expenditure stages - expenditure being considered, expenditure being incurred, and expenditure recently ended (Completed/Discontinued).

Cavan County Council has and will continue to publish details of all procurements of Contracts in excess of €10m (where the procurement process is completed, and a contract is signed) on its website as and when they arise. No new procurements of Contracts in excess of €10 million arose in 2021.

The samples used to inform the Self-Assessed Compliance Checklists were very useful and showed the Council to be broadly compliant with the PSC.

The in-depth reviews undertaken by the Internal Auditor also showed the Council to be broadly/Substantially compliant (see Appendix 3) with the relevant requirements of the PSC.

This QA report demonstrates Cavan County Councils commitment to meeting its requirements with the PSC and where improvements can be made, they will be addressed accordingly.

# Appendix 1

## Cavan County Council

### 2021 Inventory of Projects and Programmes over €0.5m

The following contains an inventory of Expenditure on Projects / Programmes with a value above €0.5m, categorised by: -

- Expenditure **being considered**,
- Expenditure **being incurred** and
- Expenditure **recently ended** (Completed/Discontinued)

Only projects with Total Project Expenditure matching these criteria are included in the Inventory table

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant )</b>	<b>Capital Expenditure Amount in Reference Year (Grant )</b>	<b>Project/Programme Anticipated Timeline</b>	<b>Projected Lifetime Expenditure</b>	<b>Explanatory Notes</b>
<b>Housing &amp; Building</b>							
2022 Allocation - Housing Adaptation Grant Schemes For Older People and People with a Disability (Private Dwellings) (13500001,13802036, 13900001)	Housing Adaptation Grant Schemes For Older People and People with a Disability (Private Dwellings)	N/a	N/a	N/a	2022 Programme	€1,519,168.00	20% funded by the Local Authority
CAS Scheme - River Street Reconfiguration	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€803,045.00	100% funded by Government Grant
6 Units – Town Centre, Cootehill (Part Construction)	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,140,000.00	100% funded by Government Grant
50 Units – Swellan Lwr, Cavan (Part Construction)	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€10,000,000.00	100% funded by Government Grant
32 units at Woodlands Ballyjamesduff	Design, Construction Works and Associated costs	N/a	N/a	N/a	2020 - 2022 (approx)	€6,310,531.00	100% funded by Government Grant
12 Units- Derrylurgan Court	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€2,357,101.00	100% funded by Government Grant
8 Units - Ashgrove BJD	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021-2025 (approx)	€1,494,414.00	100% funded by Government Grant
3 Units -Dunaree	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€659,044.00	100% funded by Government Grant
31 Units at Lios na Ri Cootehill	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€6,200,000.00	100% funded by Government Grant
16 Units at Lakeview	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€3,200,000.00	100% funded by Government Grant

Expenditure being Considered - Greater than €0.5m (Capital and Current)							
Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant )	Capital Expenditure Amount in Reference Year (Grant )	Project/Programme Anticipated Timeline	Projected Lifetime Expenditure	Explanatory Notes
<b>Road Transportation and Safety</b>							
N55 North of Moynehall - N3	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2023 (approx)	€1,750,000.00	100% funded by Government Grant
N87 Killyaum	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€900,000.00	100% funded by Government Grant
N87 Swanlinbar to Borim	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€950,000.00	100% funded by Government Grant
N3 Kilmore Roundabout to Pollamore	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€900,000.00	100% funded by Government Grant
N55 Ballinagh Relief Road	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€19,700,000.00	100% funded by Government Grant
N54 Kilnaglare Realignment	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€9,500,000.00	100% funded by Government Grant
East West Road (Dundalk to Sligo) SRLR Scheme	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€127,300,000.00	100% funded by Government Grant
Cavan Town Multi Storey Car park Refurbishment Project	Cavan Town Multi Storey Car park Refurbishment Project	N/a	N/a	N/a	TBD	€3,000,000.00	100% funded by the Local Authority
RMO Public Lighting Energy Efficiency Project	RMO Public Lighting Energy Efficiency Project	N/a	N/a	N/a	TBD	€2,000,000.00	10% funded by Government Grant
Cavan Flood Relief Scheme	Design, Construction Works and Associated costs	N/a	N/a	N/a	2020 -2030 (approx)	€4,500,000.00	100% funded by Government Grant
Cavan Urban Greenway - Phase 2	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2024 (approx)	€1,500,000.00	100% funded by Government Grant
R191 Station Road Cootehill Pedestrian & Cycleway	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€900,000.00	100% funded by Government Grant
Crossdoney Village Regeneration	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€555,000.00	100% funded by Government Grant
Cavan Town Light Segregation Cycle Scheme B	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,500,000.00	100% funded by Government Grant

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant )</b>	<b>Capital Expenditure Amount in Reference Year (Grant )</b>	<b>Project/Programme Anticipated Timeline</b>	<b>Projected Lifetime Expenditure</b>	<b>Explanatory Notes</b>
<b>Road Transportation and Safety (Condt)</b>							
Cavan Town Light Segregation Cycle Scheme A	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2023 (approx)	€1,000,000.00	100% funded by Government Grant
River Blackwater Footbridge	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2024 (approx)	€630,000.00	100% funded by Government Grant
Level of Increase proposed for 2022 service cost - B11 - Agency & Recoupable Services	B11 - Agency & Recoupable Services	€821,213.94	N/a	N/a	2022	€ -	
<b>Development Management</b>							
Level of Increase proposed for 2022 service cost - D09 - Economic Development and Promotion	D09 - Economic Development and Promotion	€660,877.66	N/a	N/a	2022	€ -	
<b>Environmental Services</b>							
Waste Management Corranure	Design, Construction, Monitoring, Maintenance and Capping and Associated costs	N/a	N/a	N/a	TBD	€800,000.00	100% funded by the Local Authority
<b>Recreation and Amenity</b>							
Cavan Sports Campus	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€30,000,000.00	30% funded By the Local Authority
Ballyjamesduff Regeneration Project Phase 2	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€4,100,000.00	25% funded By the Local Authority
Cootehill Regeneration	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,500,000.00	25% funded By the Local Authority
Destination Towns (including overall Town Hall Public Realm)	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,000,000.00	25% funded By the Local Authority
Cootehill Enterprise Park	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€880,000.00	25% funded By the Local Authority
Virginia Enterprise Park	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€2,100,000.00	25% funded By the Local Authority

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant )</b>	<b>Capital Expenditure Amount in Reference Year (Grant )</b>	<b>Project/Programme Anticipated Timeline</b>	<b>Projected Lifetime Expenditure</b>	<b>Explanatory Notes</b>
<b>Recreation and Amenity (condt)</b>							
Food Innovation Hub	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,330,000.00	100% funded by the Local Authority
Future Regeneration Projects	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€3,800,000.00	25% funded By the Local Authority
Burren/Shannon Pot	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€6,200,000.00	25% funded By the Local Authority
Killykeen	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€1,250,000.00	25% funded By the Local Authority
81101465 - Bailieboro Courthouse Regeneration Project	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2024 (approx)	€1,574,300.00	10% funded By the Local Authority
Ballyconnell Markethouse Regeneration Project	Design, Construction Works and Associated costs	N/a	N/a	N/a	2021 - 2024 (approx)	€883,000.00	10% funded By the Local Authority
Bailieboro Regeneration Project	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€2,500,000.00	25% funded By the Local Authority
<b>Miscellaneous Services</b>							
Museum	Design, Construction Works and Associated costs	N/a	N/a	N/a	TBD	€2,500,000.00	15% funded By the Local Authority
<b>Totals</b>		<b>€1,482,091.60</b>	<b>€ -</b>	<b>€ -</b>		<b>€270,685,603.00</b>	



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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project / Programme Anticipated Timeline</b>	<b>Cumulative Expenditure to-date</b>	<b>Projected Lifetime Expenditure (Capital Only)</b>	<b>Explanatory Notes</b>
<b>Housing &amp; Building</b>								
11506417 - Mullagh-Construction of 19 Units	Design, Construction Works and Associated costs	€ -	€501,578.66	€ -	2018 - 2022 (approx)	€1,019,890.29	€3,401,296.00	100% funded by Government Grant
11506438 - Mullagh-Construction of 8 Units	Design, Construction Works and Associated costs	€ -	€ -	€ -	2017-2022 (approx)	€1,427,748.15	€1,438,935.00	100% funded by Government Grant
11506509 - Corstruce Ballinagh - Construction of 4 Units	Design, Construction Works and Associated costs	€ -	€76,537.18	€ -	2018-2022 (approx)	€418,541.39	€705,959.00	100% funded by Government Grant
11506517 - St Brigids Terrace Cavan - Construction of 20 Units.	Design, Construction Works and Associated costs	€ -	€19,463.64	€ -	2020-2024 (approx)	€40,920.99	€2,360,000.00	100% funded by Government Grant
11506522 - Elm Grove Cavan - Construction of 13 Units.	Design, Construction Works and Associated costs	€ -	€71,370.01	€ -	2018 -2023 (approx)	€440,101.31	€3,053,822.00	100% funded by Government Grant
11506526 - 28 Units – Magheranure, Cootehill	Design, Construction Works and Associated costs	€ -	€ -	€ -	2019-2024 (approx)	€445,722.89	€4,571,163.00	100% funded by Government Grant
11506531 - 3 Units – Cluin Dara, Kingscourt (Part Construction)	Design, Construction Works and Associated costs	€ -	€544,994.28	€ -	2019-2022(approx)	€654,856.18	€684,312.00	100% funded by Government Grant
11506533 - 15 Units – Cavan Road, Ballinagh	Design, Construction Works and Associated costs	€ -	€1,005,416.47	€ -	2019-2023 (approx)	€1,429,537.94	€3,294,432.00	100% funded by Government Grant
11506536 - Butlersbridge - Main Street - Construction of 6 Units	Design, Construction Works and Associated costs	€ -	€457,092.16	€ -	2019-2022 (approx)	€735,419.21	€1,186,243.00	100% funded by Government Grant
11506556 - Turnkey Housing Development at Ashgrove	Design, Construction Works and Associated costs	€ -	€731,339.18	€ -	2019-2022 (approx)	€2,571,199.93	€2,572,878.00	100% funded by Government Grant
11506585- 45 Units at Eastboro Bailieborough	Design, Construction Works and Associated costs	€ -	€6,848.38	€ -	2020-2024 (approx)	€397,711.59	€9,422,000.00	100% funded by Government Grant
11506590 - CALF Scheme - 19 No Units at Ramparts New Virginia	Design, Construction Works and Associated costs	€ -	€453,227.40	€ -	2019-2022 (approx)	€1,053,762.90	€1,435,218.00	100% funded by Government Grant

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project / Programme Anticipated Timeline</b>	<b>Cumulative Expenditure to-date</b>	<b>Projected Lifetime Expenditure (Capital Only)</b>	<b>Explanatory Notes</b>
<b>Housing &amp; Building (condt)</b>								
11506604 - CAS Scheme - 29 Units at Castlemanor Cavan	Design, Construction Works and Associated costs	€ -	€14,509.50	€ -	2019-2022 (approx)	€2,851,849.50	€2,864,702.00	100% funded by Government Grant
11506625 - ACC CALF 34 Units - The Gallops	Design, Construction Works and Associated costs	€ -	€1,282,541.58	€ -	2019-2022 (approx)	€2,007,002.49	€2,328,492.00	100% funded by Government Grant
11506635 - 3 Units, Fairymount Close, Kingscourt (Part)	Design, Construction Works and Associated costs	€ -	€19,793.03	€ -	2021-2023 (approx)	€102,183.20	€829,331.00	100% funded by Government Grant
11506671 - 43 units at Mullaghduff Ballyconnell Co Cavan- Turnkey	Design, Construction Works and Associated costs	€ -	€48,805.00	€ -	2020-2022 (approx)	€50,667.15	€8,584,668.00	100% funded by Government Grant
11506683 - ACC CALF 25 No. Houses (Tuath) Drumalee Manor, Drumalee, Cavan	Design, Construction Works and Associated costs	€ -	€465,000.00	€ -	2021-2022 (approx)	€465,000.00	€1,162,500.00	100% funded by Government Grant
11506690 - CAS St Killians Housing Mullagh	Design, Construction Works and Associated costs	€ -	€881,675.33	€ -	2021-2022 (approx)	€881,675.33	€881,676.00	100% funded by Government Grant
11506693 - 8 Units at Widows Row Belturbet	Design, Construction Works and Associated costs	€ -	€27,453.56	€ -	2021-2025 (approx)	€27,453.56	€1,496,950.00	100% funded by Government Grant
A01 - Maintenance & Improvement of LA Housing Units	A01 - Maintenance & Improvement of LA Housing Units	€2,552,247.91	€ -	€ -	ongoing	N/a	N/a	
A03 - Housing Rent and Tenant Purchase Administration	A03 - Housing Rent and Tenant Purchase Administration	€542,926.20	€ -	€ -	ongoing	N/a	N/a	
A06 - Support to Housing Capital Prog.	A06 - Support to Housing Capital Prog.	€586,382.72	€ -	€ -	ongoing	N/a	N/a	
A07 - RAS Programme	A07 - RAS Programme	€5,015,517.99	€ -	€ -	ongoing	N/a	N/a	

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project / Programme Anticipated Timeline</b>	<b>Cumulative Expenditure to-date</b>	<b>Projected Lifetime Expenditure (Capital Only)</b>	<b>Explanatory Notes</b>
<b>Road Transportation and Safety</b>								
22100010 - Butlersbridge/Belturbet	Design, Construction Works and Associated costs	€ -	€1,845.00	€ -	1996-2023 (approx)	€50,262,250.79	€51,000,000.00	100% funded by Government Grant
22100057 - N3 Virginia Bypass	Design, Construction Works and Associated costs	€ -	€573,104.44	€ -	2018-2030 (approx)	€1,085,176.93	€190,000,000.00	100% funded by Government Grant
221002N3 - N3 Virginia Town Pavement	Design, Construction Works and Associated costs	€ -	€65,055.95	€ -	2019-2023 (approx)	€166,466.01	€1,400,000.00	100% funded by Government Grant
221008N3 - N3 Whitegate to Mahera	Design, Construction Works and Associated costs	€ -	€428,558.60	€ -	2021 - 2024 (approx)	€428,558.60	€2,000,000.00	100% funded by Government Grant
221009N3 - N3 Lisgrea Pavement Overlay	Design, Construction Works and Associated costs	€ -	€34,076.85	€ -	2021 - 2023 (approx)	€34,076.85	€3,350,000.00	100% funded by Government Grant
22103N16 - N16 Blacklion East Pavement Overlay	Design, Construction Works and Associated costs	€ -	€459,481.20	€ -	2021-2022 (approx)	€459,481.20	€500,000.00	100% funded by Government Grant
22111N3J - N3 Virginia Main Street Safety Scheme	Design, Construction Works and Associated costs	€ -	€695.75	€ -	2019-2023 (approx)	€1,120,977.96	€1,600,000.00	100% funded by Government Grant
22111N3L - N3 Dublin Road Roundabout	Design, Construction Works and Associated costs	€ -	€21,666.01	€ -	2018-2025 (approx)	€84,705.57	€2,000,000.00	100% funded by Government Grant
22211550 - N55 -Corduff To South Of Killydoon - Section A	Design, Construction Works and Associated costs	€ -	€3,248.60	€ -	2011-2022 (approx)	€10,859,336.63	€11,409,422.00	100% funded by Government Grant
2221155C - N55 -Corduff To South Of Killydoon - Section B	Design, Construction Works and Associated costs	€ -	€564,636.98	€ -	2011-2025 (approx)	€1,385,389.52	€27,361,950.00	100% funded by Government Grant
2221N552 - N55 Ballinagh Town Pavement Overlay	Design, Construction Works and Associated costs	€ -	€196,862.09	€ -	2019-2023 (approx)	€1,104,452.85	€1,400,000.00	100% funded by Government Grant
2221N873 - N87 Gartaquill to Mullaghduff	Design, Construction Works and Associated costs	€ -	€1,711,319.64	€ -	2021-2022 (approx)	€2,103,291.17	€2,200,000.00	100% funded by Government Grant
2221N876 - N87 Gartaquill to Mullaghduff - Phase 2	Design, Construction Works and Associated costs	€ -	€18,157.20	€ -	2021-2023 (approx)	€18,157.20	€1,600,000.00	100% funded by Government Grant
28880034 - Virginia Carpark	Design, Construction Works and Associated costs	€ -	€398,330.99	€ -	2018-2022 (approx)	€529,337.92	€550,000.00	100% funded by Government Grant
B01 - NP Road - Maintenance and Improvement	B01 - NP Road - Maintenance and Improvement	€1,441,600.80	€ -	€ -	ongoing	N/a	N/a	

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project / Programme Anticipated Timeline</b>	<b>Cumulative Expenditure to-date</b>	<b>Projected Lifetime Expenditure (Capital Only)</b>	<b>Explanatory Notes</b>
<b>Road Transportation and Safety (condt)</b>								
B03 - Regional Road - Maintenance and Improvement	B03 - Regional Road - Maintenance and Improvement	€5,709,888.54	€ -	€ -	ongoing	N/a	N/a	
B04 - Local Road - Maintenance and Improvement	B04 - Local Road - Maintenance and Improvement	€15,569,582.99	€ -	€ -	ongoing	N/a	N/a	
B05 - Public Lighting	B05 - Public Lighting	€506,122.22	€ -	€ -	ongoing	N/a	N/a	
B09 - Car Parking	B07 - Road Safety Engineering Improvement	€541,225.10	€ -	€ -	ongoing	N/a	N/a	
B11 - Agency & Recoupable Services	B11 - Agency & Recoupable Services	€1,517,855.65	€ -	€ -	ongoing	N/a	N/a	
<b>Water Services</b>								
31200755 - Multi-Annual Rural Water Programme 2019 – 2021	Water - Capital Works	€ -	€95,698.32	€ -	2019-2022 (approx)	€534,554.68	€1,726,471.00	85% - 100% funded by Government Grant
C01 - Water Supply	C01 - Water Supply	€2,395,318.74	€ -	€ -	ongoing	N/a	N/a	
C02 - Waste Water Treatment	C02 - Waste Water Treatment	€1,553,915.96	€ -	€ -	ongoing	N/a	N/a	
C05 - Admin of Group and Private Installations	C05 - Admin of Group and Private Installations	€4,324,749.24	€ -	€ -	ongoing	N/a	N/a	
<b>Development Management</b>								
45000012-Abbeylands Project	Design, Construction Works and Associated costs	€ -	€317,353.71	€ -	2020-2025 (approx)	€1,415,181.08	€19,500,000.00	75% - 100% funded by Government Grant
D02 - Development Management	D02 - Development Management	€1,194,839.55	€ -	€ -	ongoing	N/a	N/a	
D05 - Tourism Development and Promotion	D05 - Tourism Development and Promotion	€708,636.62	€ -	€ -	ongoing	N/a	N/a	
D06 - Community and Enterprise Function	D06 - Community and Enterprise Function	€2,973,825.96	€ -	€ -	ongoing	N/a	N/a	
D09 - Economic Development and Promotion	D09 - Economic Development and Promotion	€2,900,502.52	€ -	€ -	ongoing	N/a	N/a	

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project / Programme Anticipated Timeline</b>	<b>Cumulative Expenditure to-date</b>	<b>Projected Lifetime Expenditure (Capital Only)</b>	<b>Explanatory Notes</b>
<b>Environmental Services</b>								
54202054 - Ballyjamesduff Fire Station	Design, Construction Works and Associated costs	€ -	€335,439.09	€ -	2000-2023 (approx)	€370,617.09	€1,537,578.36	100% funded by Government Grant
E01 - Landfill Operation and Aftercare	E01 - Landfill Operation and Aftercare	€567,716.42	€ -	€ -	ongoing	N/a	N/a	
E05 - Litter Management	E05 - Litter Management	€535,027.43	€ -	€ -	ongoing	N/a	N/a	
E07 - Waste Regulations, Monitoring and Enforcement	E07 - Waste Regulations, Monitoring and Enforcement	€829,108.04	€ -	€ -	ongoing	N/a	N/a	
E11 - Operation of Fire Service	E11 - Operation of Fire Service	€3,970,771.90	€ -	€ -	ongoing	N/a	N/a	
E13 - Water Quality, Air and Noise Pollution	E13 - Water Quality, Air and Noise Pollution	€573,756.68	€ -	€ -	ongoing	N/a	N/a	
<b>Recreation and Amenity</b>								
62201701 - Virginia Library	Design, Construction Works and Associated costs	€ -	€979,805.21	€ -	2018-2022 (approx)	€1,346,788.20	€3,543,147.00	100% funded by Government Grant
64801002 Kingscourt Town Centre Regeneration Scheme	Design, Construction Works and Associated costs	€ -	€54,951.60	€ -	2021-2022 (approx)	€54,951.60	€1,250,000.00	25% funded by the Local Authority
64802385 - Cavan Railway Greenway Project	Design, Construction Works and Associated costs	€ -	€190,176.46	€ -	2021-2026 (approx)	€190,176.46	€20,000,000.00	100% funded by Government Grant
64820010 - Ballyconnell to Ballyheady Outdoor Recreation Trail.	Design, Construction Works and Associated costs	€ -	€49,346.40	€ -	2018-2022 (approx)	€684,298.64	€1,198,500.00	25% funded by the Local Authority
64820015 - Belturbet to Ballyconnell Greenway (Phase 1 to Kilcorby)	Design, Construction Works and Associated costs	€ -	€414,879.21	€ -	2018-2022 (approx)	€457,087.89	€1,900,000.00	100% funded by Government Grant
F02 - Operation of Library and Archival Service	F02 - Operation of Library and Archival Service	€2,307,944.07	€ -	€ -	ongoing	N/a	N/a	
F04 - Community Sport and Recreational Development	F04 - Community Sport and Recreational Development	€1,246,180.89	€ -	€ -	ongoing	N/a	N/a	
F05 - Operation of Arts Programme	F05 - Operation of Arts Programme	€1,928,457.22	€ -	€ -	ongoing	N/a	N/a	

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

Project/Scheme/Programme Name	Short Description	Current Expenditure Amount in Reference Year	Capital Expenditure Amount in Reference Year (Non Grant)	Capital Expenditure Amount in Reference Year (Grant)	Project / Programme Anticipated Timeline	Cumulative Expenditure to-date	Projected Lifetime Expenditure (Capital Only)	Explanatory Notes
<b>Agriculture, Education, Health and Welfare</b>								
G04 - Veterinary Service	G04 - Veterinary Service	€632,950.98	€ -	€ -	ongoing	N/a	N/a	
<b>Miscellaneous Services</b>								
81100506 - Cootehill Industrial Park	Design, Construction Works and Associated costs	€ -	€100,280.51	€ -	2019-2022 (approx)	€1,037,344.52	€1,156,232.00	25% funded by the Local Authority
81102068 - Land Acquisition Sports Campus	Design, Construction Works and Associated costs	€ -	€1,865.00	€ -	2019-2022 (approx)	€503,288.81	€503,289.00	100% funded by the Local Authority
88800023 - Refurbishment Engineers Offices Farnham Street Cavan	Design, Construction Works and Associated costs	€ -	€13,993.26	€ -	2017-2027 (approx)	€165,615.69	€2,500,000.00	100% funded by the Local Authority
H03 - Administration of Rates	H03 - Administration of Rates	€6,221,520.78	€ -	€ -	ongoing	N/a	N/a	
H09 - Local Representation & Civic Leadership	H09 - Local Representation & Civic Leadership	€816,049.92	€ -	€ -	ongoing	N/a	N/a	
H11 - Agency & Recoupable Services	H11 - Agency & Recoupable Services	€1,494,399.34	€ -	€ -	ongoing	N/a	N/a	
<b>Totals</b>		<b>€71,159,022.38</b>	<b>€13,638,473.43</b>	<b>€ -</b>		<b>€93,422,807.86</b>	<b>€403,461,166.36</b>	

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

<b>Project/Scheme/Programme Name</b>	<b>Short Description</b>	<b>Current Expenditure Amount in Reference Year</b>	<b>Capital Expenditure Amount in Reference Year (Non Grant)</b>	<b>Capital Expenditure Amount in Reference Year (Grant)</b>	<b>Project/Programme Completion Date</b>	<b>Final Outturn Expenditure</b>	<b>Explanatory Notes</b>
<b>Housing &amp; Building</b>							
2021 Allocation - Housing Adaptation Grant Schemes For Older People and People with a Disability (Private Dwellings) (13500001, 13802036, 13900001)	Housing Adaptation Grant Schemes For Older People and People with a Disability (Private Dwellings)	€ -	€921,688.40	€ -	December 2021	€921,688.40	20% funded by the Local Authority
11506637 - ACC CALF 16 No. Houses (CLANMIL) Fairgreen Mullagh	Design, Construction Works and Associated costs	€ -	€75,062.35	€ -	December 2021	€872,383.10	100% funded by Government Grant
11506714 - Turnkey Development at Rosehill	Design, Construction Works and Associated costs	€ -	€825,354.43	€ -	November 2021	€825,354.43	100% funded by Government Grant
<b>Road Transportation and Safety</b>							
221001N3 - N3 Cornaslieve to North of Virginia	Design, Construction Works and Associated costs		€4,872.89		August 2021	€1,298,766.46	100% funded by Government Grant
22101N16 - N16 Blacklion West Pavement Overlay	Design, Construction Works and Associated costs	€ -	€82,566.13	€ -	November 2021	€1,521,443.25	100% funded by Government Grant
<b>Environmental Services</b>							
54202053 - Virginia New Fire Station	Design, Construction Works and Associated costs	€ -	€69,537.15	€ -	September 2021	€1,712,889.87	100% funded by Government Grant
<b>Miscellaneous Services</b>							
85001695 - Capital Town Hall Refurbishment	Design, Construction Works and Associated costs	€ -	€4,652.86	€ -	December 2021	€1,790,974.07	43% funded by the Local Authority
<b>Totals</b>		€ -	<b>€1,983,734.21</b>	€ -		<b>€8,943,499.58</b>	

## **Appendix 2**

All Self-Assessment Checklists  
(1 – 7)

For 2021



## Cavan County Council

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

	<b>General Obligations not specific to individual projects/programmes.</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 1.1	Does the organisation ensure, on an ongoing basis, that appropriate people within the organisation and its agencies are aware of their requirements under the Public Spending Code (incl. through training)?	3	All relevant staff & agencies are notified of their obligations under the PSC, and each Head of Section is required to confirm their compliance by completing an Annual Assurance of Compliance form.
Q 1.2	Has internal training on the Public Spending Code been provided to relevant staff?	3	2021 is the 8th year of the PSC in Local Government. The PSC, the QA guidance (version 4) & the relevant Documents for 2021 were circulated to all relevant staff & they were instructed & advised on same.
Q 1.3	Has the Public Spending Code been adapted for the type of project/programme that your organisation is responsible for, i.e., have adapted sectoral guidelines been developed?	3	Where applicable the PSC is adapted, and each Head of Section is required to confirm their compliance by completing an Annual Assurance of Compliance form.
Q 1.4	Has the organisation in its role as Approving Authority satisfied itself that agencies that it funds comply with the Public Spending Code?	3	Each Head of Section is required to confirm their compliance with same in completing an Annual Assurance of Compliance form.
Q 1.5	Have recommendations from previous QA reports (incl. spot checks) been disseminated, where appropriate, within the organisation and to agencies?	3	Yes - Quality Assurance (QA) exercises, in-depth checks and additional Internal Auditor spot checks are sent to relevant Sections for review & application.
Q 1.6	Have recommendations from previous QA reports been acted upon?	3	Yes – Internal Auditor still conducts Spot checks outside of the PSC. Inventory list is updated Annually & Assurance of compliance with the PSC is sought on an annual basis from the heads of each Section / Departments / Agency
Q 1.7	Has an annual Public Spending Code QA report been submitted to and certified by the Chief Executive Officer, submitted to NOAC and published on the Local Authority's website?	3	Yes – QA Report has been certified by the Chief Executive, submitted to NOAC and published on the authority's website
Q 1.8	Was the required sample of projects/programmes subjected to in-depth checking as per step 4 of the QAP?	3	Yes - Required Sample reviewed
Q 1.9	Is there a process in place to plan for ex post evaluations? Ex-post evaluation is conducted after a certain period has passed since the completion of a target project with emphasis on the effectiveness and sustainability of the project.	2	Yes – if required. Historically – Where Post Project evaluations are part of the process, close out reports, and post project annual progress reports are submitted to the relevant Approving Authority as and when requested/required.
Q 1.10	How many formal evaluations were completed in the year under review? Have they been published in a timely manner?	3	5 out of the 7 projects/programmes that ended in 2021 had a completion report or similar carried out in 2021. These included Reports from Assigned Certifiers and Close Out reports for works Contracts. Under the programme for Housing Adaptation Grant Schemes - All completed jobs were inspected after completion and prior to payment of the grants to ensure that works were done in accordance with the grant approval
Q 1.11	Is there a process in place to follow up on the recommendations of previous evaluations?	2	Historically - each evaluation/Post Project review is very much project specific, and where applicable findings are noted for future consideration.
Q 1.12	How have the recommendations of reviews and ex post evaluations informed resource allocation decisions?	2	Historically - Outcomes and Findings have made staff more aware of the importance of pre-project planning, realistic budgeting, and post project assessment.
<b>Self-Assessed Ratings:</b> 1 = Scope for significant improvements, 2 = Compliant but with some improvement necessary, 3 = Broadly Compliant. Or where appropriate - N/a			

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

	<b>Capital Expenditure being Considered – Appraisal and Approval</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 2.1	Was a Strategic Assessment Report (SAR) completed for all capital projects and programmes over €10m?	N/A	Not Applicable, however where required this will be conducted in accordance with relevant Approving Authority guidelines and requirements.
Q 2.2	Were performance indicators specified for each project/programme which will allow for a robust evaluation at a later date? Have steps been put in place to gather performance indicator data?	3	Yes – where applicable as part of Application form in accordance with relevant Approving Authority guidelines and requirements.
Q 2.3	Was a Preliminary and Final Business Case, including appropriate financial and economic appraisal, completed for all capital projects and programmes?	3	Yes – where applicable, Preliminary Business Case required as part of the Grant/Funding Application stage in accordance with the relevant Approving Authority guidelines and requirements.
Q 2.4	Were the proposal objectives SMART and aligned with Government policy including National Planning Framework, Climate Mitigation Plan etc?	3	Yes – where applicable, and in accordance with the relevant Approving Authority guidelines and requirements.
Q 2.5	Was an appropriate appraisal method and parameters used in respect of capital projects or capital programmes/grant schemes?	3	Yes – where applicable,
Q 2.6	Was a financial appraisal carried out on all proposals and was there appropriate consideration of affordability?	3	Yes – where applicable,
Q 2.7	Was the appraisal process commenced at an early enough stage to inform decision making?	3	Yes – where applicable,
Q 2.8	Were sufficient options analysed in the business case for each capital proposal?	3	Yes – where applicable as part of Application form in accordance with relevant Approving Authority guidelines and requirements.
Q 2.9	Was the evidence base for the estimated cost set out in each business case? Was an appropriate methodology used to estimate the cost? Were appropriate budget contingencies put in place?	3	Yes – where applicable, Estimate Costing included as part of the Grant/Funding Application in accordance with relevant Approving Authority guidelines and requirements.
Q 2.10	Was risk considered and a risk mitigation strategy commenced? Was appropriate consideration given to governance and deliverability?	3	Yes – where applicable,
Q 2.11	Were the Strategic Assessment Report, Preliminary and Final Business Case submitted to DPER for technical review for projects estimated to cost over €100m?	N/A	Not Applicable, however where required this will be conducted in accordance with relevant Approving Authority guidelines and requirements.
Q 2.12	Was a detailed project brief including design brief and procurement strategy prepared for all investment projects?	3	Yes – where applicable, and in accordance with the relevant Approving Authority guidelines and requirements.
Q 2.13	Were procurement rules (both National and EU) complied with?	3	Yes - where applicable, procurement rules (both National and EU) are complied with.
Q 2.14	Was the Capital Works Management Framework (CWMF) properly implemented?	3	Yes – where applicable,
Q 2.15	Were State Aid rules checked for all support?	3	Yes - where applicable it was considered as part of the relevant application process.
Q 2.16	Was approval sought from the Approving Authority at all decision gates?	3	Yes – where applicable,
Q 2.17	Was Value for Money assessed and confirmed at each decision gate by Sponsoring Agency and Approving Authority?	3	Yes – where applicable,
Q 2.18	Was approval sought from Government through a Memorandum for Government at the appropriate decision gates for projects estimated to cost over €100m?	N/A	Not Applicable, however where required this will be conducted in accordance with relevant Approving Authority guidelines and requirements.

**Self-Assessed Ratings:**

1 = Scope for significant improvements, 2 = Compliant but with some improvement necessary, 3 = Broadly Compliant. Or where appropriate - N/a

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

	<b>Current Expenditure being Considered – Appraisal and Approval</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 3.1	Were objectives clearly set out?	<b>3</b>	Yes – Projects/programmes have a clear objective.
Q 3.2	Are objectives measurable in quantitative terms?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.3	Was a business case, incorporating financial and economic appraisal, prepared for new current expenditure proposals?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.4	Was an appropriate appraisal method used?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.5	Was an economic appraisal completed for all projects/programmes exceeding €20m or an annual spend of €5m over 4 years?	<b>N/A</b>	Not Applicable,
Q 3.6	Did the business case include a section on piloting?	<b>N/A</b>	Not Applicable,
Q 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?	<b>N/A</b>	Not Applicable,
Q 3.8	Have the methodology and data collection requirements for the pilot been agreed at the outset of the scheme?	<b>N/A</b>	Not Applicable,
Q 3.9	Was the pilot formally evaluated and submitted for approval to the relevant Vote Section in DPER?	<b>N/A</b>	Not Applicable,
Q 3.10	Has an assessment of likely demand for the new scheme/scheme extension been estimated based on empirical evidence?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.11	Was the required approval granted?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.12	Has a sunset clause been set?	<b>3</b>	Yes – where applicable - Projects/ Programmes that are outsourced have set service delivery periods and end dates.
Q 3.13	If outsourcing was involved were both EU and National procurement rules complied with?	<b>3</b>	Yes – where applicable - procurement rules (both National and EU) are complied with.
Q 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?	<b>3</b>	Yes – where applicable - in accordance with the relevant Approving Authority guidelines and requirements.
Q 3.15	Have steps been put in place to gather performance indicator data?	<b>3</b>	Yes – where applicable – Data is available and can be given to the relevant Approving Authority if required.
<p><b>Self-Assessed Ratings:</b>  <b>1</b> = Scope for significant improvements, <b>2</b> = Compliant but with some improvement necessary,  <b>3</b> = Broadly Compliant. Or where appropriate - N/a</p>			

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

	<b>Incurring Capital Expenditure</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 4.1	Was a contract signed and was it in line with the Approval given at each Decision Gate?	<b>3</b>	Yes – Contracts were signed and where necessary approval from the relevant Approving Authority was acquired.
Q 4.2	Did management boards/steering committees meet regularly as agreed?	<b>3</b>	Yes – where applicable, Regular Meetings did take place
Q 4.3	Were programme co-ordinators appointed to co-ordinate implementation?	<b>3</b>	Yes – where applicable this is done by Council Staff or outsourced to Consultants/Contractors.
Q 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?	<b>3</b>	Yes – the Project Managers appointed were at a suitably senior level for the scale of the project.
Q 4.5	Were monitoring reports prepared regularly, showing implementation against plan, budget, timescales and quality?	<b>3</b>	Yes – where applicable in accordance with the relevant Approving Authorities guidelines and requirements.
Q 4.6	Did projects/programmes/grant schemes keep within their financial budget and time schedule?	<b>3</b>	Yes – However some time schedules needed to be adjusted/extended because of Covid 19.
Q 4.7	Did budgets have to be adjusted?	<b>3</b>	Yes – where applicable, Budgets were adjusted.
Q 4.8	Were decisions on changes to budgets / time schedules made promptly?	<b>3</b>	Yes – where applicable
Q 4.9	Did circumstances ever warrant questioning the viability of the project/programme/grant scheme and the business case (exceeding budget, lack of progress, changes in the environment, new evidence, etc.)?	<b>3</b>	Yes – where applicable, more substantial investigation was required, and a more robust business case was required before final approval was given.
Q 4.10	If circumstances did warrant questioning the viability of a project/programme/grant scheme was the project subjected to adequate examination?	<b>3</b>	Yes – where applicable in accordance with the relevant Approving Authorities guidelines and requirements.
Q 4.11	If costs increased or there were other significant changes to the project was approval received from the Approving Authority?	<b>3</b>	Yes – where applicable
Q 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?	<b>N/A</b>	Not Applicable
<b>Self-Assessed Ratings:</b> 1 = Scope for significant improvements, 2 = Compliant but with some improvement necessary, 3 = Broadly Compliant. Or where appropriate - N/a			

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

	<b>Incurring Current Expenditure</b>	<b>Self-Assessed Compliance Rating: 1 -3</b>	<b>Comment/Action Required</b>
Q 5.1	Are there clear objectives for all areas of current expenditure?	<b>3</b>	Yes – there are clear objectives defined as part of the Annual Budget process, relevant Grant Schemes/programmes & Allocations, Corporate Plan, Annual Service Delivery Plans, Strategies, and Statutory Regulations/Acts and Requirements etc.
Q 5.2	Are outputs well defined?	<b>3</b>	Yes – outputs clearly defined in the relevant Statutory Regulations / Acts, Schemes or Programmes, Annual Budget process and Annual Service Delivery Plans.
Q 5.3	Are outputs quantified on a regular basis?	<b>3</b>	Yes – outputs quantified regularly and reported to the relevant Approving Authority as required e.g., monthly/quarterly/annually.
Q 5.4	Is there a method for monitoring efficiency on an ongoing basis?	<b>3</b>	Yes – through regular reviews and Checks, regular Meetings, monitoring Budgets, Expenditure and Performance, Service Indicators, Various Databases, & depending on the Scheme/ Programme through various types of Reports, incl Sectoral Reports, Activity Reports, Financial/Audit Reports etc.
Q 5.5	Are outcomes well defined?	<b>3</b>	Yes – outcomes are well defined as part of the relevant Statutory Regulations / Acts, Grant Schemes/programmes & Allocations, Annual Budget process and Annual Service Delivery Plans etc
Q 5.6	Are outcomes quantified on a regular basis?	<b>3</b>	Yes – They are captured in Monthly, Quarterly and Annual Reports, CE Monthly Reports, Team meetings, Annual Budget process, and other relevant Approving Authority Returns etc
Q 5.7	Are unit costings compiled for performance monitoring?	<b>3</b>	Yes – where applicable, in accordance with the relevant Approving Authority guidelines and requirements as well as in various reports to Management, Service Indicators, Annual Financial Statements and Rent reviews.
Q 5.8	Are other data compiled to monitor performance?	<b>3</b>	Yes – in Team Meetings, CE Monthly Reports, Annual Financial Statements, and various other reports/returns to the relevant Approving Authorities as required.
Q 5.9	Is there a method for monitoring effectiveness on an ongoing basis?	<b>3</b>	Yes – through compliance with statutory requirements, Annual Service Delivery Plans and Budgets, regular meetings, Audit and Financial Reports, Monthly CE Reports etc.
Q 5.10	Has the organisation engaged in any other 'evaluation proofing' of programmes/projects?	<b>3</b>	Yes – through KPI's, Business Plans, Department Returns, Internal Audits, Local Government Audits, Department Audits etc.
<p><b>Self-Assessed Ratings:</b>  <b>1</b> = Scope for significant improvements, <b>2</b> = Compliant but with some improvement necessary,  <b>3</b> = Broadly Compliant. Or where appropriate - N/a</p>			

**Checklist 6 – To be completed in respect of capital projects/programmes & capital grant schemes discontinued in the year under review.**

	<b>Capital Expenditure Recently Completed</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 6.1	How many Project Completion Reports were completed in the year under review?	<b>3</b>	5 out of the 7 projects/programmes that ended in 2021 had a completion report or similar carried out in 2021. These included Reports from Assigned Certifiers and Close Out reports for works Contracts. Under the programme for Housing Adaptation Grant Schemes - All completed jobs were inspected after completion and prior to payment of the grants to ensure that works were done in accordance with the grant approval
Q 6.2	Were lessons learned from Project Completion Reports incorporated into sectoral guidance and disseminated within the Sponsoring Agency and the Approving Authority?	<b>N/A</b>	Not Applicable
Q 6.3	How many Project Completion Reports were published in the year under review?	<b>N/A</b>	Not Applicable
Q 6.4	How many Ex-Post Evaluations were completed in the year under review?	<b>N/A</b>	Not Applicable
Q 6.5	How many Ex-Post Evaluations were published in the year under review?	<b>N/A</b>	Not Applicable
Q 6.6	Were lessons learned from Ex-Post Evaluation reports incorporated into sectoral guidance and disseminated within the Sponsoring Agency and the Approving Authority?	<b>N/A</b>	Not Applicable
Q 6.7	Were Project Completion Reports and Ex-Post Evaluations carried out by staffing resources independent of project implementation?	<b>3</b>	5 out of the 7 projects/programmes that ended in 2021 had a completion report or similar carried out in 2021. These included Reports from Assigned Certifiers and Close Out reports for works Contracts. Under the programme for Housing Adaptation Grant Schemes - All completed jobs were inspected after completion and prior to payment of the grants to ensure that works were done in accordance with the grant approval
Q 6.8	Were Project Completion Reports and Ex-Post Evaluation Reports for projects over €50m sent to DPER for dissemination?	<b>N/A</b>	Not Applicable
<p><b>Self-Assessed Ratings:</b>  <b>1</b> = Scope for significant improvements, <b>2</b> = Compliant but with some improvement necessary,  <b>3</b> = Broadly Compliant. Or where appropriate - N/a</p>			

**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.**

	<b>Current Expenditure that (i) reached the end of its planned timeframe or (ii) was discontinued</b>	<b>Self-Assessed Compliance Rating: 1 - 3</b>	<b>Comment/Action Required</b>
Q 7.1	Were reviews carried out of current expenditure programmes that matured during the year or were discontinued?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.2	Did those reviews reach conclusions on whether the programmes were efficient?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.3	Did those reviews reach conclusions on whether the programmes were effective?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.4	Have the conclusions reached been taken into account in related areas of expenditure?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.5	Were any programmes discontinued following a review of a current expenditure programme?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.6	Were reviews carried out by staffing resources independent of project implementation?	<b>N/A</b>	No programmes relevant to PSC in 2021
Q 7.7	Were changes made to the organisation's practices in light of lessons learned from reviews?	<b>N/A</b>	No programmes relevant to PSC in 2021
<b>Self-Assessed Ratings:</b> <b>1 =</b> Scope for significant improvements, <b>2 =</b> Compliant but with some improvement necessary, <b>3 =</b> Broadly Compliant. Or where appropriate - N/a			

## **Appendix 3**

### Audit Assurance Categories and Criteria



ASSURANCE CATEGORY	ASSURANCE CRITERIA	
<b>SUBSTANTIALLY</b>	Evaluation Opinion:	There is a robust system of risk management, control and governance which should ensure that objectives are fully achieved.
	Testing Opinion:	The controls are being consistently applied
<b>SATISFACTORY</b>	Evaluation Opinion:	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.
	Testing Opinion:	There is evidence that the level of non-compliance with some of the controls may put some of the system objectives at risk.
<b>LIMITED</b>	Evaluation Opinion:	There is considerable risk that the system will fail to meet it's objectives. Prompt action is required to improve the adequacy and effectiveness of risk management, control and governance.
	Testing Opinion:	The level of non compliance puts the system objectives at risk.
<b>UNACCEPTABLE</b>	Evaluation Opinion:	The system has failed or there is a real and substantial risk that the system will fail to meet it's objectives. Urgent action is required to improve the adequacy and effectiveness of risk management, control and governance.
	Testing Opinion:	Significant non-compliance with the basic controls leaves the system open to error or abuse.

## **Appendix 4**

### **Quality Assurance - In - Dept Checks and Reviews**

## **Quality Assurance – In Depth Check**

### **Current (Revenue) Programme**

#### **C05 - Admin of Group and Private Installations**

**Cavan County Council**

**Internal Audit Department**



**Public Spending Code Quality Assurance Appraisal 2021**

**In-depth Review Revenue Programme 2021**

**Admin of Group & Private Installations**

**Service Division C05**



## Quality Assurance – In Depth Check

### Admin of Group & Private Installations Service Division C05 (Rural Group Water Subsidy Scheme & Private Well Grant Scheme)

Revenue Expenditure Programme 2021

#### Cavan County Council

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#### Section A: Introduction

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

Programme or Project Information	
<b>Name</b>	<b>Admin of Group &amp; Private Installations</b> <b>Service Division C05</b> Revenue Expenditure Programme Job Codes 33500001, 33300001 & 3349999 & ZC05ZZZZ
<b>Detail</b>	<ul style="list-style-type: none"><li>Administration of the Group Water Subsidy Scheme and the Private Well Grant Scheme which is an integral part of maintaining and improving the quality and reliability of rural water supplies for domestic use.</li><li>Administration of the Private Well Grant Scheme.</li></ul>
<b>Responsible Body</b>	Cavan County Council RWS Subsidy Scheme and Private Well Grants Scheme 100% Funded by the Rural Water Section of the Dept of Housing Local Government and Heritage (Rural Water Unit)
<b>Current Status</b>	Ongoing Annual Revenue Expenditure Programme
<b>Start Date</b>	Ongoing Annual Revenue Programme
<b>End Date</b>	Ongoing Annual Revenue Programme
<b>Overall Estimated Lifetime Cost</b>	<b>€4,324,749.24</b>

## **Project Description**

In accordance with the Department's Rural Water Programme Cavan County Council as a Local Authority is responsible for the administration of both the Private Well Grants Scheme and the Rural Group Water Subsidy Scheme that provides financial assistance toward the operational and management costs of Group Water Scheme's (GWS's) supplying water for domestic use.

### ***Group Water Subsidy Scheme -***

The annual subsidy payments made by Local Authorities towards the operational and management costs of GWS's supplying water for domestic use is an integral part of maintaining and improving the quality and reliability of rural water supplies. The subsidy scheme also aims to ensure the principles of equity of treatment and equivalent financial support equally between households on public water supplies (Irish Water) and those in GWS's.

The subsidy scheme as administrated by Local Authorities is 100% government funded. All matters relating to the day-to-day operation of the subsidy scheme, including processing applications and payments are a matter for the relevant Local Authority.

### ***Key Legislation - Terms and Conditions- Memorandum applicable from 1<sup>st</sup> Jan 2018)***

For subsidy purposes, a GWS is defined as: "A scheme providing a private supply of water to two or more houses by means of a common or shared source of supply and distribution system".

A property supplied with water by a GWS is eligible to be included for subsidy purposes as a domestic connection only if it is used as a normal place of residence. For the purposes of the subsidy scheme normal place of residence includes long-term rentals and does not include properties otherwise solely operated on a commercial basis or domestic properties unoccupied on a long-term basis.

GWS's are required to verify eligibility of all their domestic connections by recording a list of its members. For control purpose Local Authorities should carry out random spot checks on the submitted list to further verify this eligibility and to ensure the term and conditions of the scheme are complied with. A Local Authority may withhold, reduce or recover all or part of a subsidy if they consider that these Terms and Conditions are not being met in full.

The subsidy is intended to ensure that a well-managed GWS, with optimal levels of unaccounted for water (UFW), is financially viable. Pro-active implementation of water conservation measures is, therefore, a general condition of eligibility.

This includes:

- ✓ Pro-active leak detection and repair.
- ✓ Bulk meter installation and monitoring.
- ✓ Water audits.
- ✓ Metering of individual connections.
- ✓ Usage based billing.
- ✓ Member Communications.

- ✓ Telemetric monitoring of bulk meters.
- ✓ Main's refurbishment and replacement.
- ✓ Valve replacements and installations.

The subsidy is divided into three parts that are structured to take account of the differing costs associated with type, operational arrangements and size as follows:

The type of determinant (**Subsidy A**) is:

- Private GWS (i.e. supplying domestic water to its members from its own source and water treatment plant) that in the opinion of the Local Authority is satisfactory (i.e. meets with the quality standards of the Drinking Water Regulations), or
- Public GWS (i.e. supplying water provided by Irish Water to its members).

This subsidy, with two funding thresholds, is payable towards the general operational and management costs of all types of GWS.

**Subsidy A** available to all GWS, is provided at two rates up to a maximum ceiling, depending on whether the scheme is a privately sourced GWS or a publicly-sourced GWS.

The Subsidy A rate per house paid to a scheme will not exceed:

- Privately-sourced GWS: €231.00.
- Publicly-sourced GWS: €115.00.

Water produced for domestic use is required to comply with the mandatory minimum quality standards of the Drinking Water Regulations. Accordingly expenditure incurred by GWS for the following items is allowed in full. All other eligible costs can be recouped at a rate of 85%. If a scheme can demonstrate a higher domestic membership/usage, it may be entitled to a higher rate.

- **Subsidy B:** This subsidy is payable (in addition to Subsidy A) towards O&M costs associated with "bona fide" DBO contracts for GWS and is self-managed by a member of the scheme, by a GWS employee or a contractor engaged by the scheme.

Detailed requirements are set out in Part B of these Terms and Conditions.

- **Subsidy C:** This is a supplementary subsidy available in addition to Subsidy A to incentivise small privately sourced GWS, of less than 100 houses, to progress into more sustainable entities. The incentive is limited to three years from formal initiation of the process by a scheme to progress into a more sustainable entity.

Subsidy entitlements are prepared on standard subsidy calculation template provided by the National Federation of Group Water Schemes.

A total **26 Group Water Schemes** in County Cavan benefited from the Subsidy Scheme during 2021 to the value of **€4,133,641.59**.

### ***Private Well Grant Scheme -***

Grants payable under the Housing (Private Water Supply Financial Assistance) Regulations 2020 (S.I. No. 192 of 2020).

Approximately 11% of Irish people get their water from private water supplies. Grants are available under the Rural Water Programme for the carrying out of improvement works to a private water supply (this means a water supply providing water intended for human consumption and domestic purposes that serves only one house). These grants do not apply to houses where a public (Irish Water) or GWS has already been, or can reasonably be, provided. No part of the grant payment may be used to cross subsidise other non-domestic use e.g. farming activity or other commercial use.

The objective of this grant is to assist households in rural areas that are dependent on a private water supply (individual well) for their household use, by financially assisting them where they incur capital expenditure, to carry out improvements to the supply to ensure that the water supply is wholesome and clean and compliant with the quality standards of the Drinking Water Regulations, or that the quantity supplied is insufficient to meet the domestic needs of the household as defined in the Housing (Private Water Supply Financial Assistance) Regulations 2020 (S.I. No. 192 of 2020).

The grant is an integral part of improving the quality and reliability of private water supplies that are supplying water for domestic use by houses in rural areas. Significantly, the scheme contributes to public health across Ireland through improved drinking water quality in these supplies and assists in meeting the requirements of the Drinking Water Regulations in relation to rural water supplies.

Applicants are requested to contact the Rural Water Section in their Local Authority for application form and further information. Participation in the scheme is voluntary and is therefore at the discretion of potential applicants.

***Key Legislation*** -The Housing (Private Water Supply Financial Assistance) Regulations 2020 (S.I. No. 192 of 2020).

For the purposes of this review, it is important to note that due Departmental revision of the scheme during 2020 grants were paid under two key pieces of legislation, namely: Department of the Environment Circular L8/97 (30 April 1997) and Explanatory Memorandum and was revised under Department of Housing, Planning & Local Government Circular L4/20 (V2) dated 4 June 2020 with key features:

Works qualify for funding under the grant scheme where they are undertaken to improve a supply of domestic water in a house are as per Circular L8/97

- Drilling or commissioning a new well
- Rehabilitating an existing well, including deepening or relining an existing bore or the removal of silt
- Providing or upgrading a supply of water from a surface water source
- The construction or improvement of a pumphouse, piping or other facilities in connection with the supply of water



- The provision or improvement of mechanical or electrical equipment or facilities in connection with the supply of water; or the provision or improvement of facilities or equipment for the treatment of water
- Sampling, analysis and certification of the water supply (pre and post the works) to verify that the supply to the house at the kitchen tap is compliant with the Regulations

The level of a well grant is determined by the type of improvement works being undertaken and shall not exceed the following amounts:

(a) grant payable for rehabilitation works is **85%** of approved costs subject to a maximum of **€3,000**.

(b) the grant payable for the provision of a new well is 85% of approved costs subject to a maximum of €5,000, where the Local Authority agrees that this is the most appropriate solution.

(c) in recognising the role of the **grant in improving water quality**, the **water quality treatment element** (typically filtration and Ultraviolet treatment) qualifies for **100% funding** up to a maximum of **€1,000 euro**. This can be claimed on its own or in addition to either the grant for rehabilitation works or the grant for a new well. The grant is not available for improvement works that cost less than €750, in total. This includes proposed treatment works.

This scheme forms part of the funding investment under Measure 8 of the Multi-Annual Rural Water Programme (MARWP) 2019 to 2021.

During 2021 Cavan County Council processed a total of **20 Private Well Grant Applications** amounting to **€46,451.92** and recouped the corresponding funding from the Department of Housing, Local Government and Heritage (Water Services Section).

#### **Cavan County Council C05 Revenue Expenditure Programme for 2021 as per AFS**

<b>Revenue Expenditure</b>	<b>Job Code</b>	<b>Sub Total</b>	<b>€</b>
• Group Water Scheme Subsidy programme	33500001		<b>€4,133,641.59</b>
• Private Well Grants Scheme	33300001		<b>€46,451.92</b>
• Administration Costs	33499999	<b>€84,941.87</b>	
• Central Support Costs	ZC05ZZZZ	<b>€59,713.86</b>	<b>€144,655.73</b>
<b>Total per the AFS 2021</b>	C05		<b>€4,324,749.24</b>

An In-depth Review was carried out to provide assurance that the C05 Revenue Expenditure Programme of Cavan County Council was effectively managed by Cavan County Council and to determine that both the Group Water Subsidy Scheme and Private Well Grants Scheme were operated and managed in accordance with the relevant terms and condition of the scheme as set out by the Department of Housing Local Government and Heritage (Rural Water Unit) and the Public Spending Code.

## Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Water Services and Internal Audit Unit have completed a Programme Logic Model (PLM) on the [Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme](#) as operated and managed by Cavan County Council -

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> <li>• Maintain and improve the quality and reliability of rural water</li> <li>• Ensure equity of treatment and equivalent financial support equally between households on public water supplies (Irish Water) and those in GWS's</li> <li>• Provide financial support to Private GWS and Individual Private Well Installations</li> <li>• Generating greater member awareness of water conservation / Curbing of wastage of water</li> <li>• Ensure the long-term sustainability of the water supply source lake, groundwater</li> <li>• Ensure that a well-managed GWS, with optimal levels of UFW, is financially viable</li> </ul>	<ul style="list-style-type: none"> <li>• Group Water Subsidy Scheme Government funding - €4.1m approximately</li> <li>• Private Well Grant Scheme Government funding - €46,000 approximately</li> <li>• Local Authority In-house Administration Supports</li> <li>• Water Services In-house Technical / Engineers</li> <li>• Local Authority Central Service Supports</li> <li>• Involvement / commitment of the 26 GWSs</li> <li>• Co-operation of all relevant stakeholders – Government Department, Local Authority, GWSs, Private Well Owners</li> <li>• External Consultants</li> <li>• External Contractors</li> </ul>	<ul style="list-style-type: none"> <li>• GWS Submission of Annual Accounts and supporting information to the Council</li> <li>• Private Well Grant Application Submissions</li> <li>• Processing and vetting of GWS subsidy entitlements in line with the terms of the schemes</li> <li>• Processing, vetting approval and payment of Well Grant Applications</li> <li>• Preparation of Quarterly GWS Advance Subsidy B Payments to GWSs</li> <li>• Processing Payment of GWS Sub A advance and yearly Balance payments</li> <li>• Oversight / Inspection of operation of GWS and Private Wells Remedial Works</li> <li>• Quarterly Recoupment of Group Water Subsidy Scheme funding from the Department - €4.1m approximately</li> <li>• Recoupment Private Well Grant Scheme Government funding of €46,000 approximately</li> </ul>	<ul style="list-style-type: none"> <li>• 26 Group Water Schemes received Subsidy supports totaling €4,133,641.59</li> <li>• 20 Private Well Grant Applications were processed and paid in accordance with the term of the scheme</li> </ul>	<ul style="list-style-type: none"> <li>• Both the GWS Subsidy supports and the Well Grants Scheme ensured the maintenance, improvement, and continued reliability of quality rural water provisions in County Cavan</li> <li>• Supports provided to GWS and Private Well Owners contributes to public health through improved drinking water quality in these supplies and assists in meeting the requirements of the Drinking Water Regulations in relation to rural water supplies</li> <li>• Financial supports facilitated the ongoing operation and management Private GWS and the provision of quality drinking water to their domestic members</li> <li>• Resulted increased levels of water conservation in County Cavan</li> </ul>

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

**Description of Programme Logic Model - Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme** (Rural Group Water Subsidy Scheme & Private Well Grant Scheme)

**Objectives:** To support the effective and efficient operation and management of GWS's within County Cavan. The subsidy scheme aims to ensure the principles of equity of treatment and equivalent financial support equally between households on public water supplies (Irish Water) and those in GWS's with the payment of a subsidy towards the operational costs of GWS's supplying water for domestic use. Funding is predicated on the schemes providing completed application forms, audited accounts to the Local Authority who process applications and administer payments.

A key element of this is the long-term sustainability of the water supply source lake, groundwater etc with the pro-active implementation of water conservation measures. The objective of the Private Well Grant Scheme is to assist households in rural areas that are dependent on a private water supply (individual well) for their household use, by financially assisting them where they incur capital expenditure, to carry out improvements to the supply to ensure that the water supply is wholesome and clean and compliant with the quality standards of the Drinking Water Regulations.

**Inputs:** Government funding of GWS Subsidies and the Well Grants Scheme, In-house administration, technical and central supports of the Local Authority, the administration supports / guidance of the relevant government bodies, the effective daily operation and management of the GWS by the voluntary boards and Co-Operatives.

**Activities:** Well grants, annual subsidies and advance subsidies are issued to the relevant bodies / individuals in line with terms of the schemes. The Group Water Subsidy Scheme is administered by the Local Authority. All matters relating to the day-to-day operation of the subsidy scheme, including applications and payments, are a matter for Cavan County Council. As part of their day-to-day operation of the subsidy scheme and the verification / oversight process the Council is required to undertake a number of inspections of funded schemes. Recoupment of all related grant payments and subsidies from the Department.

**Outputs:** Providing a funding mechanism for the operating costs incurred by GWSs to help ensure that water being supplied to households is compliant with Drinking Water Regulations. 26 GWSs received subsidy supports totalling €4,133,641.59 and 20 Private Well Grant Applications received grants totalling €46,451.92 were processed and paid in accordance with the term of the scheme.

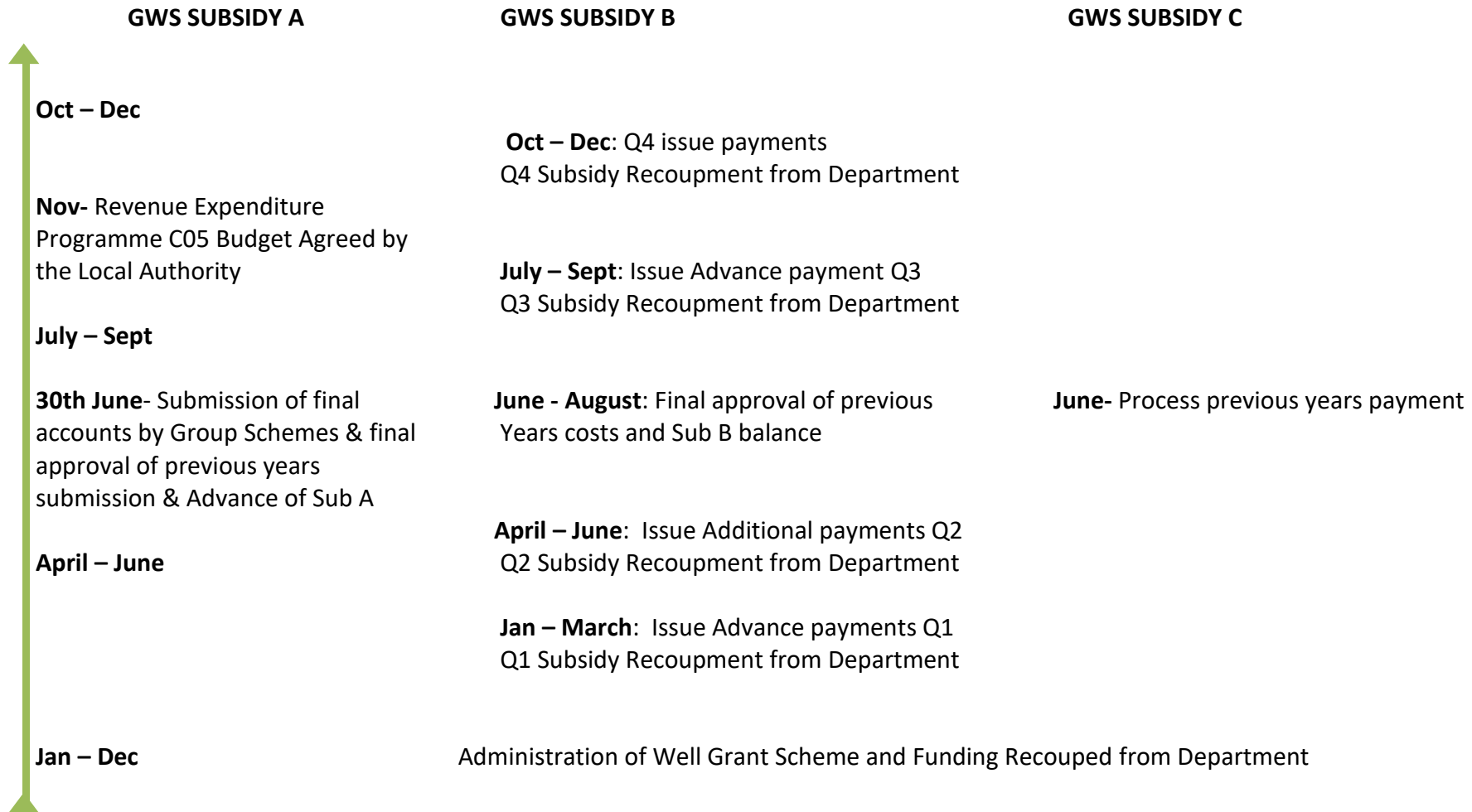
**Outcomes:** Effective running of GWSs, resulting in the supply of water that meets the requirements of the Drinking Water Regulations in relation to rural water supplies. The financial supports facilitated the ongoing operation and management private GWSs and the provision of quality drinking water to their domestic members. Improved levels of Water Conservation in County Cavan.

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

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The following section tracks from inception the [Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme \(Rural Group Water Subsidy Scheme & Private Well Grant Scheme\)](#) as operated and managed by Cavan County Council.



### Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to administration, appraisal, analysis and evaluation of the [Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme \(Rural Group Water Subsidy Scheme & Private Well Grant Scheme\)](#) as operated and managed by Cavan County Council

Project/Programme Key Documents	
Title	Details
<p><b>1. Department</b></p> <p><b>Scheme Administration Guidance Documents:</b>  <b>Group Water Scheme-</b> Subsidy Terms &amp; Conditions towards Operational Costs of Group Water Schemes - Version dated August 2018.  <b>Well Grant Scheme-</b> Terms &amp; Conditions Department of the Environment Circular L8/97 (30 April 1997) and Explanatory Memorandum &amp; Department of Housing, Planning &amp; Local Government Circular L4/20 (V2). The Housing (Private Water Supply Financial Assistance) Regulations 2020 (S.I. No. 192 of 2020</p>	<p>These document sets out the revised Terms and Conditions applicable to the payment of a subsidy towards the operational costs of GWS's supplying water for domestic use and the payment of the Private Well Grants.</p>
<p><b>2. Subsidy &amp; Well Grant Applications:</b>  <b>Completed WS 1 GWS Subsidy Application Forms</b> submitted to the Local Authority by the 26 GWS's by 30<sup>th</sup> June each year.</p>	<p>The standard documentation submitted by GWSs applying for the subsidy payment as required under the terms of the scheme.</p>

<p><b>Well Grant Application Forms</b> (PWS 1a Application Form seeking initial grant approval).</p> <p><b>Application Forms - Supporting Documentation-</b> (Group Scheme Subsidy Scheme Applications)</p> <p><b>Private Well Grant Claim Form PWS 1b-</b> supporting invoices for completed work as initially approved</p>	<p>Form PWS 1a - Application for approval of grant aid to be submitted to the authority in whose functional area the house served by the private water supply, the subject of the application is located.</p> <p>Audited Accounts providing details of the operational and management costs of the GWS to substantiate the calculation for subsidies A, B, C.</p> <p>A List of GWS Members. Evidence of Domestic Customers Stats. Sample of the GWS Customer Invoices inclusive of the annual domestic-threshold of 160m3 per domestic connection per annum allowance. Details of Entity Structure- constituted in a way that recognises the members as the owners of the scheme e.g. either a Co-operative or Company Limited by Guarantee in which members are equal shareholders. Evidence of the GWS Annual Meeting. Details of the GWS supply to Irish Water.</p> <p>Form PWS 1b – Submitted to the Council by Private Well owner re completed works to claim the approved grant accompanied by the paid receipts / contractor invoices for the expenditure incurred for upgrading the well together with the results of the subsequent water quality tests.</p>
<p><b>3. GWS Subsidy ABC Calculations Sheets</b> Template provided by National Federation of Group Water Schemes</p>	<p>All GWS Subsidy payments and Private Wells Grants payment are based on the information provided by the applicants and the payment are calculated in accordance with the term and conditions of both the Group Water Scheme Subsidy Scheme and the Private Well Grant Scheme.</p> <p>Subsidy ABC Calculation Template is completed by the Local Authority based on the supporting information provided and the eligible GWS operational and management costs shown on the audited accounts. Net production costs calculations for GWS supplying Irish Water / Other GWSs are completed as necessary with the payment amount deducted payment from subsidy</p>

<p><b>Private Well Grant Calculation Sheets</b> and Verification of completed works</p>	<p>calculations. Advance Sub A &amp; B to be calculated in line with the terms of the Scheme. Calculations of approved well grants substantiated by relevant contractor invoices, site visits and photographic evidence.</p>
<p><b>4. GWS Subsidies ABC &amp; Private Well Grant Payment Records &amp; Recoupment Submissions / Funding Claims to the Rural Waster Unit of the Dept of Housing, local Government &amp; Heritage.</b></p>	<p>Controls procedures and databases used by the Local Authority to verify submissions and relevant funding claims from the Department. Evidence of necessary payment approval procedures and the administration / segregation controls. Particulars of the related Financial Records- Council's Agresso Account Transactions. Recoupment Records including details of all Department correspondence, grant payments and Government Debtor Account Activities.</p>

**Key Document 1: The National Regulatory Guidelines for Administration of both schemes by the Local Authority** 1) GWS Subsidy Terms & Conditions towards Operational Costs of Group Water Schemes- Version dated August 2018. 2) Private Well Grant Scheme Terms & Conditions Department of the Environment Circular L8/97 (30 April 1997) and Explanatory Memorandum & Department of Housing, Planning & Local Government Circular L4/20 (V2)

**Key Document 2: GWS Subsidy Applications & Well Grant Applications & Supporting Documentation** - Group Water Scheme Payments and Private Well Grant Payments are ultimately based on the information contained on standard application forms and the supporting information / explanations provided by the applicants. The yearly Group Water Scheme's Subsidy Application forms (**WS 1 Sub**) should be submitted to the Council by the 30<sup>th</sup> June by each GWS together with the relevant supporting information including a full list of all scheme members at the end of year to which the claim relates distinguishing the type of member, a copy of signed approved annual accounts, evidence of tax clearance certificates from Revenue, a copy of the last AGM notice, confirmation that there is no standing or flat rate charge in respect of domestic customers e.g. a copy of a domestic bill, confirmation of the adoption of the charter of rights and responsibilities for members of GWS and documentary evidence as necessary in relation to subsidy type c. **26** Group Water Schemes within County Cavan that benefited from the Subsidy Scheme during 2021 to the value of **€4,133,641.59** with 90 payments processed in relation to the Subsidy a, b and c support entitlements toward

yearly operational / management costs of the scheme. With Regard to Private Well Grants application forms PWS 1a were accepted by the Council throughout the year and applicants were required to provide copies of 3 quotes sought, the particulars of water testing undertaken and tax clearance details of contractor prior to commencing the proposed work. In seeking the well grant payment for completed work applicants are subsequently required to submit a **Form PWS 1b** and provide evidence of the paid invoices and the results of the subsequent water quality tests. The completed works should be subsequently verified by the Council. A total of **20 Private Well Grant Applications** amounting to **€46,451.92** were processed by the Council during 2021.

**Key Document 3: GWS Subsidy ABC Calculations Sheets & Private Well Grant Calculations.** All GWS Subsidy payments and Private Wells Grants payment entitlements should be based on the information provided by the applicants and calculated in accordance with the term and conditions of both the Group Water Scheme Subsidy Scheme and the Private Well Grant Scheme.

The standard subsidies A, B and C calculation templates as agreed by National Federation of Group Water Schemes are completed by the Local Authority based on the supporting information provided by the GWS. All eligible GWS operational and management costs are correlated from the related costs identified in the audited accounts provided. Net production costs calculations for GWS supplying Irish Water / Other GWSs are undertaken as necessary with the related payment as calculated deducted from subsidy payment due to scheme. Advance Sub A & the quarterly Sub B payments to the GWSs are calculated in line with the terms of the Scheme. As part of this review a sample of 10 GWS files and 5 Private Well Grant files were examined including the application forms, the supporting documentation and grant / subsidy payment calculations.

**Key Document 4: GWS Subsidies ABC & Private Well Grant Payment Records & Recoupment Submissions / Funding Claims to the Department.**

While the GWS subsidy payments and Private Well Grants as processed per the regulatory guidance provided by the Department the administration of same is managed via the Council's own governance controls procedures and financial accounts system. All grant and subsidy calculations are verified and the payments are approved and processed by the relevant authority within the Council's governance structure. This ensures that the necessary administration / segregation controls are in place. Corresponding MI charges linked to the subsidy and grant payments to the individual Group Schemes and Well Grant applicants are applied to the relevant Government Debtor for recoupment. As part of their day-to-day operation of the subsidy scheme, the Local Authority should carry out a number of spot checks on the applying GWSs. These spot checks, which may be at short notice, are to ensure that the Terms and Conditions of the subsidy scheme are being applied in a fully compliant manner and in the interests of equity to all participants in the subsidy scheme. Spot checks typically should consist of the Local Authority verifying, on a



random basis, aspects of subsidy applications e.g. but is not limited to membership lists, sample domestic invoices as well as various other supporting items listed as required for subsidy purposes under these terms and conditions. The Local Authority may withhold, reduce or recover all or part of a subsidy if they consider that these Terms and Conditions are not being met in full. As part of review there were no subsidy reductions from Group Schemes identified in 2021. While acknowledging that these grants were administered during a time of major Covid 19 work restrictions it would therefore appear that that necessary compliance spots checks were not undertaken by the Council on the various Scheme. In relation to verification of the completed works on the Private Wells site visits these were ceased during Covid 19 but photographic evidence was sought to substantiate same in the majority of instances which is available on the grant files. Moving forward it is advised that Private Well Grant site visits and Compliance Spot Checks of the Group Scheme should be undertaken by the Council.

Funding claim submission are made to Department on the appropriate recoupment sheets as required. All payment of approved grant including subsidy payments and the necessary subsidy advance adjustment are documented. In line with the terms and conditions of the scheme the yearly subsidy entitlements and the corresponding recoupment claims of Council are closely monitored by the Rural Water Unit of the Department responsible for processing the payment claims. Based on the most recent / previous years fixed and volumetric financial costs available to the Department the advance Subsidy B claims may be amended by the Department if the various scheme have already reached / received the maximum advance payment allowed. As part of this review there were some variants identified between Subsidy B payments made by the Council to the GWS's in Q3 and Q4 of 2021 and the amount recouped from the Department for the same period. This resulted from a misinterpretation by the Water Section of Cavan County Council of guidance provided on maximum quarterly Subsidy B Advance payments allowed per year. This finding was brought to the attention of the relevant personnel and it was agreed that the issue would be rectified in reconciling the recoupment of the subsidy payments claim from the Department in 2022 and the corresponding Government Grant Water Debtor Account. The financial transactions in relation to subsidy and well grant payments and grant recoupments from the Department are recorded on the Council's Agresso Financial Accounts System and Campbells Debtors System for audit trail purposes.

## Section B - Step 4: Data Audit

The following section details the data audit that was carried out on the [Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme \(Rural Group Water Subsidy Scheme & Private Well Grant Scheme\)](#). It evaluates whether appropriate data is available for the future evaluation of the programme.

Data Required	Use	Availability
<ul style="list-style-type: none"> <li>• Group Water Scheme- Subsidy Terms &amp; Conditions towards Operational Costs of Group Water Schemes- Version dated August 2018.</li> <li>• Well Grant Scheme Terms &amp; Conditions Department of the Environment Circular L8/97 (30 April 1997) and Explanatory Memorandum &amp; Department of Housing, Planning &amp; Local Government Circular L4/20 (V2).</li> </ul>	<p>Regulatory Guidance issued by the Department to Local Authorities outlining the relevant eligibility criteria applicable to both the GWS Subsidy Scheme and the Well Grants Scheme.</p>	<p>Yes On Department Website</p>
<ul style="list-style-type: none"> <li>• Group Water Scheme Subsidy WS 1 Applications Forms including the supporting documentation such as the Certified Accounts at Group Schemes AGM, particulars of Fixed and Volumetric Costs and sample of Domestic Water Bills issued to customers etc. (sample examined).</li> <li>• Well Grant Applications Form PWS 1a including relevant quotes seeking initial grant approval (sample examined).</li> </ul>	<p>GWS Subsidy Scheme and Well Grant Submissions by the applicants together with the supporting documentation as required in accordance with necessary terms and conditions.</p>	<p>Yes Available on the files</p>

<ul style="list-style-type: none"> <li>• GWS Subsidy Calculation Templates &amp; Net Production Costs Calculations for GWS supplying Irish Water / Other GWSs (In-Depth Review Sample)</li> <li>• Private Well PWS 1b Grant Claim Forms accompanied by all receipts from each contractor. Well Grant Verification Records and Grant Calculations (In-depth Review Sample Examined)</li> </ul>	<p>Verification/ Certification of Well Grants and Group Water Subsidy Scheme Payments.</p>	<p>Yes Available on the files</p>
<ul style="list-style-type: none"> <li>• CE Payment Approvals of Well Grant and GWS Subsidy A B &amp; C Payments. Quarterly Subsidy Recoupment Forms and Well Grant Recoupment Records. GWS and Well Grant Agresso Financial Account Transactions, Department Payment Correspondence and Govt Debtor Records and Particulars of the GWS and Private Well Admin Support Costs (In-depth Review Sample Examined)</li> </ul>	<p>To ensure the relevant grants and subsidy payment approvals and certifications were in order and that the corresponding funding was appropriately recouped from the Department by the Local Authority.</p>	<p>Yes Available on the file &amp; CCC financial Accounts System</p>

### Data Availability and Proposed Next Steps

The data required for a future evaluation of the project is available in Water Services Section of the Council. The application forms for both schemes and the supporting information is available on the relevant files together with scheme calculations including the approved payments / Chief Executive Orders and the recoupment claims submitted to the Department. The well grant payments and subsidy payment and recoupment transactions relating to this revenue programme are also recorded on the Council's Agresso Accounts and Campbells Debtors Management System.

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## Section B - Step 5: Key Evaluation Questions

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The following section looks at the key evaluation questions of the Programme 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)**

The Service Division C05 Revenue Programme re the Administration of Group & Private Installations by Cavan County Council is a recurring annual revenue expenditure support programme providing financial assistance to Private Group Water Schemes and Private Well Owners aimed at ensuring the provision of quality rural water supplies to domestic customers. Based on the In-Depth checks undertaken on a sample of the associated Group Water Scheme records and the Private Well Grant payments the Review Team has formed the opinion that that administration of this revenue programme is primarily compliant with the Public Spending Code.

Internal Audit can provide reasonable assurance that Cavan County Council's Service Division C05 Revenue Expenditure Programme in 2021 appears to be effectively managed and adheres to the standards as set out in the Public Spending Code Regulations. Despite the ongoing work challenges of Covid 19 the Water Section of the Council endeavoured to ensure that both the Group Water Scheme and Private Well Grant Scheme were operated in accordance with the eligibility criteria set out by the Department to ensure that the necessary funding objectives were met.

This In-Depth Review found that the appropriate organisational management structure was in place together with annual budgets, financial, risk control processes and the necessary grant approval procedures were applied. Administration of the group subsidy payments were primarily based on the information provided by the applicants and in accordance with the Group Water Scheme- Subsidy Terms & Conditions towards Operational Costs of Group Water Schemes- Version dated August 2018. The Well Grant Scheme also appeared to be administrated in accordance with the Terms & Conditions Department of the Environment Circular L8/97 (30 April 1997) and Explanatory Memorandum & Department of Housing, Planning & Local Government Circular L4/20. However the Review Team did note that as a result of a misinterpretation of the Department guidance on the maximum quarterly Advance Subsidy B payment criteria some variations were identified between GWS Advance Subsidy B payments made to the various schemes in the Q3 and Q4 and the corresponding Department recoupment claims. This was brought to the attention of the Water Service Department and it proposed that the issue would be rectified during 2022. Moving forward it was agreed that ongoing reconciliation of the Government Grant Water Debtor was key to controlling same and that internal guidance measures would be established to document the correct method for processing Group Water Scheme Advance Subsidy B payments and recoupments. Due the work restrictions linked to Covid 19 it was noted that there was a delay in the Q4 recoupment submission to Department.

The Department guidelines also indicate that the Local Authority should undertake validation site inspection on completed well grant works and compliance spots checks on Group Water Schemes. While the Review Team acknowledges that from a health & safety perspective this may not have been practical during the Covid 19 restrictions of 2021 it is advised that the required control inspections should be undertaken by Water Services Department of the Council.

Given the difficult working conditions experienced as a result of Covid 19 restrictions this Review Team would like to acknowledge the level of work undertaken by the limited staff resources within the Water Service Department of the Council in this regard.

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

Yes- all related documentation is available on the relevant programme files and council systems to facilitate a full evaluation at a later date.

**What improvements are recommended such that future processes and management are enhanced?** While the administration of this revenue expenditure programme is primarily compliant with the Public Spending Code and the terms and conditions of the Rural Water Subsidy Scheme and Private Wells Grant Scheme the following recommendations were advised to enhance the existing procedures operated.

- To provide clarify on the relevant procedures for processing subsidy payments and recoupment claims it is advised that the Water Services Department of Cavan County Council establish / document the necessary internal guidance measures. These should be in accordance with the relevant Terms and Conditions of Group Water Subsidy Scheme and DBO contracts. At present Advance Subsidy B may be claimed for payment on a quarterly basis based on the Terms and Conditions of the Annual Subsidy towards the Operational Costs of Group Water Schemes. The maximum quarterly advance payment is 25% of the subsidy paid in the last finalised year for the Fixed and Volumetric Charges. On this basis it is advised that any variations identified between Advance Subsidy B payments and recoupment claims in Q3 & Q4 of 2021 be amended accordingly on balancing of the 2021 audits accounts of various Group Scheme in 2022.
- Consideration to be given to the completion and submission of separate recoupments returns to the Department in relation Subsidy types A, B and C payments. From an audit trial perspective this would assist / simplify future evaluations of quarterly subsidy payments and corresponding GWS claims.
- The ongoing reconciliations of the Council's Government Debtor's Account is advised in relation to the quarterly GWS subsidy scheme charges and the relevant recoupment claims from the Department.
- Site inspection to validate completed well grant works and compliance spots checks on GWSs should be undertaken as required under the terms of the schemes.

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## Section: In-Depth Check Summary

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The following section presents a summary of the findings of this In-Depth Check on the **Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme (Rural Group Water Subsidy Scheme & Private Well Grant Scheme)** as operated and managed by Cavan County Council.

**Summary of the In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code Cavan County Council is required to carry out an In-depth review on a minimum of 1% of the total value of all Revenue Projects on the PSC inventory list, averaged over a three-year period. In line with this requirement an in-depth review of the Council's – Revenue Expenditure Code C05 was undertaken. The current expenditure value of this programme for 2021 was **€4,324,749.24** which represents approximately **6%** of the total value of Cavan County Councils Revenue Projects (for 2021) of **€72,641,113.98**.

The Department's Rural Water Programme as administered by the Local Authority provides an annual subsidy payable by Local Authorities to Group Water Schemes towards their operational and management costs of supplying water for domestic use. Well grants are also payable for the installation and upgrading of private well domestic water supplies. While the day-to-day administration of the Rural Water Programme is devolved to Local Authorities the Department is committed to the successful operation of the Rural Water Programme.

On this basis during 2021 Cavan County Council on behalf of the Rural Water Unit Department of Housing, Local Government and Heritage administered **Water Subsidies totalling €4,133,641.59 to 26 Group Water Schemes** in County Cavan which accounts for approximately 96% of this programme expenditure. In addition to this the Council processed **20 Private Well Grants applications totalling €46,451.92**. The yearly direct **administration costs and central admin programme charges** of the Council amounted to **€144,655.73**.

This process requires well grant applicants to complete detailed application forms attaching the necessary supporting information for verification by the personnel of the Water Services Department. Group Water Schemes must submit standard subsidy applications containing certified accounts that were passed at the Group Schemes AGM. The operational/ management costs contained in same is used to calculate the subsidy entitlement of each scheme. The Water Services Department of Cavan County Council has ensured that the appropriate organisational management structure, budget procedures, financial systems, verification control processes, and relevant grant approvals are in place to allow for the effective processing, payment and recoupment of both the Private Well Grant Scheme and Group Water Subsidy Scheme.

Based on the findings of the review the opinion formed is that the administration processes applied to this revenue expenditure programme broadly complies with the GWS Subsidy Terms & Conditions towards Operational Costs of Group Water Schemes- Version dated August 2018. 2) and the Private Well Grant Scheme Terms & Conditions Department of the Environment Circular L8/97 (30 April 1997) including the Explanatory Memorandum & Department of Housing, Planning & Local Government Circular L4/20 (V2.). While this is the case some minor enhancements to the current administration procedures were proposed and agreed with the Water Services Section of the Council including:

- Drafting internal guidance measures for processing Subsidy payments to Group Schemes and the related recoupment claims.
- The ongoing reconciliations of the Council's Government Debtor's Account is also advised in relation to the quarterly GWS subsidy scheme charges and the relevant recoupment claims from the Department.
- Consideration to be given to the completion and submission of separate recoupments returns to the Department for Subsidy types A, B and C payments.
- Site inspections to validate completed well grant works and compliance spots checks on Group Water Schemes should be undertaken as required under the terms of the schemes.

On completion of this In-depth Review of the Admin of Group & Private Installations - Service Division C05 Revenue Expenditure Programme (Rural Group Water Subsidy Scheme & Private Well Grant Scheme) as operated and managed by Cavan County Council Internal Audit has formed the opinion that this Revenue Expenditure Programme appears to be **Broadly/Substantially compliant** with the relevant requirements of the Public Spending Code.

**Acknowledgment:** Internal Audit would like to thank all relevant staff for their assistance during the course of this review.

# **Quality Assurance – In Depth Check**

## **Capital Project**

**64802385 - Cavan Railway Greenway Project**



**Cavan County Council**

**Internal Audit Department**



**Public Spending Code Quality Assurance Appraisal 2021**

**In-depth Review Capital Programme**

**(Cavan Railway Greenway Proposed Capital Project)**

**Expenditure Being Incurred**



**Quality Assurance – In Depth Check**  
**Cavan Railway Greenway Capital Project**  
**Cavan County Council**

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**Section A: Introduction**

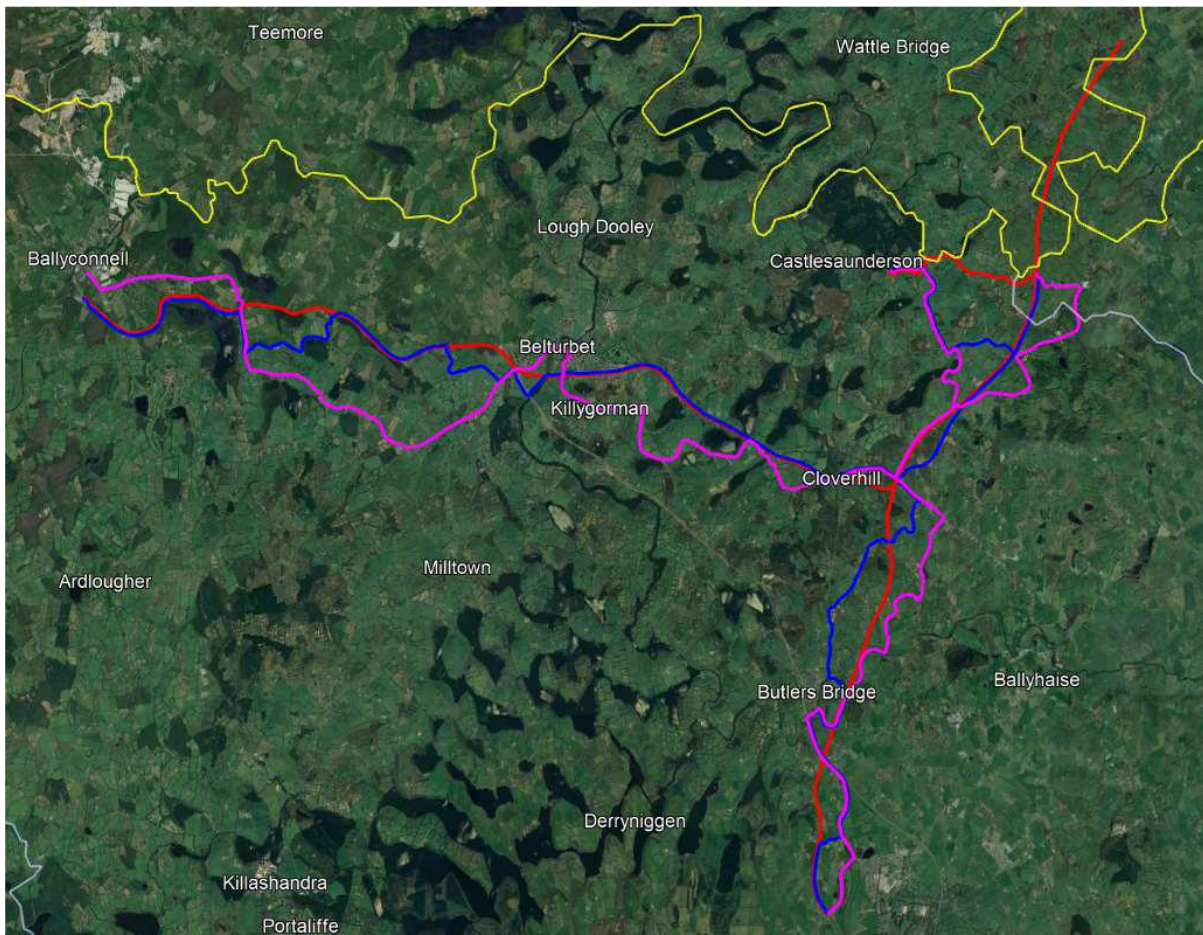
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This introductory section details the headline information on the programme or project in question.

<b>Programme or Project Information</b>	
<b>Name</b>	<b>Cavan Railway Greenway Capital Project</b> <b>Capital Project Job Code 64802385</b>
<b>Detail</b>	The proposed Cavan Railway Greenway will connect Cavan Town to Castle Saunderson in County Monaghan and to the proposed Cavan – Leitrim Greenway at Ballyconnell, Co. Cavan. The project will involve the development of two sections of Greenway, Section A from Cavan Town to the Ulster Canal Greenway at Drumully, County Monaghan and Section B from Cloverhill to the Cavan/Leitrim Greenway at Ballyconnell.
<b>Responsible Body</b>	Cavan County Council The Department of Transport / TII is the <b>Approving Authority</b> The Grantee is Cavan County Council is the <b>Sponsoring Agency</b> as defined in the PSC
<b>Current Status</b>	Expenditure Being Incurred – Consultants appointed to progress project from Phase 0 – Phase 2 (Route Selection) of TII Project Management Guidelines
<b>Start Date</b>	Cavan County Council received Carbon Tax Funding in 2020 of €175,000 to progress the scheme. Consultants were appointed in May 2021 to for Phases 0-2 of TII Project Management Guidelines.
<b>End Date</b>	The current commission is to progress the scheme through Phases 1-2 of the Project Management Guidelines. At this stage the overall completion date is difficult to predict -approximately 2026 if funding and all approvals granted.
<b>Overall Estimated Lifetime Cost</b>	<b>Approximately €20 Million</b>

## Project Description

The Cavan Railway Greenway will form part of a regionally significant Greenway in so far as it will link up with other proposed Greenways that will traverse Counties, Armagh, Monaghan, Fermanagh, Leitrim and Cavan, as shown in Figure below. Its total length will be approximately 40km.



The proposed Cavan Railway Greenway will connect Cavan Town to Castle Saunderson in County Monaghan and to the proposed Cavan – Leitrim Greenway at Ballyconnell, Co. Cavan. The project will involve the development of two sections of Greenway, Section A from Cavan Town to the Ulster Canal Greenway at Drumully, County Monaghan and Section B from Cloverhill to the Cavan/Leitrim Greenway at Ballyconnell.

Another section, which is a direct link from the proposed Cavan Railway Greenway leading to Castlesaunderson will also be developed.

The preferred model for Greenways is to use lands already in the undisputed ownership or control of the State, either through Government Agencies, Government Departments or Local Authorities. This is tempered by the requirement that the Greenway meets the requirement to be a significant tourist attraction. Where greenways traverse land that is in private

ownership, it is essential in those cases that proposals and routes are developed in a consultative and proactive manner with the potentially affected landowners, that is sensitive to their needs, that maximises their support for, and goodwill towards the proposed Greenway.

Where Greenways are planned in areas of private land, they should be designed to transverse field boundaries and along hedge-lines to avoid severance where possible and in line with an agreed code of practice.

Greenways are not simply a means of getting from one point to another, they are an experience in and of themselves. The Greenway will be required to be Scenic, Sustainable, Substantially Segregated and Shared Use, Strategic and can offer lots to See and Do. It will provide an excellent experience for all visitors and will be developed to be a significant tourist attraction for international and local visitors.

The development of the proposed Cavan Railway Greenway will strengthen cross border relations by directly linking communities North and South of the border. The provision of this landmark recreational amenity will also provide a huge tourism boost for County Cavan and the wider border region, especially in the current uncertain climate surrounding Brexit.

This project could also contribute towards the EU's 'Europe 2020' strategy which has been specifically designed to reduce greenhouse gas emissions and help safeguard the environment.

A key facet of this project is to safeguard our environment for future generations to come. Bringing about substantial environmental benefits whilst enhancing the quality of life in the area, this pioneering project will deliver an alternative and sustainable pathway for cyclists and walkers to commute between both sides of the border. The collaborative project highlights our commitment to growing a connected, welcoming and healthy community.

The project will also contribute to a deepened level of partnership between key stakeholders and to the development of expertise and dissemination of best practice in delivering cross-border projects.

## Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, the Roads Design and Internal Audit Unit have completed a Programme Logic Model (PLM) on the **Cavan Railway Greenway Capital Project** Capital Project to be undertaken by Cavan County Council –

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"> <li>• To develop a regionally significant greenway.</li> <li>• To increase access to points of interest within the locality.</li> <li>• To regenerate and rejuvenate towns.</li> <li>• To provide a safe recreational outdoor activity for end users.</li> <li>• To support the use of a more sustainable mode of transport.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing funding from Transport Infrastructure Ireland</li> <li>• Cavan County Council’s staffing and technical resources.</li> <li>• Buy-in by stakeholders including landowners, community, business, and other groups</li> <li>• Management of the Project by the Council</li> <li>• Management of Technical Advisors throughout the Planning and Design phases including programming, reporting, meetings, sub-</li> </ul>	<ul style="list-style-type: none"> <li>• Appraisal of the project.</li> <li>• Clearly define the need and objective of project.</li> <li>• Seek relevant Dept (TII) approvals</li> <li>• Set a programme for the planning and design phases of the scheme.</li> <li>• Procurement of the Technical Consultants.</li> <li>• Procurement of the relevant services / works required during the planning and design phases.</li> <li>• Undertake a Multi Criteria analysis, preparation of preliminary and final business cases.</li> <li>• Progress the scheme in accordance with the following TII Project Management Guideline</li> </ul>	<ul style="list-style-type: none"> <li>• The Planning and design phases of the TIIs Project Management Guidelines are completed for the Cavan Railway Greenway</li> <li>• When the scheme is constructed the following:</li> <li>• Create a regionally significant greenway,</li> <li>• Improved recreational outdoor activity</li> <li>• Improved environmental conditions</li> <li>• Improve accessibility, social inclusion, integration and physical activity</li> <li>• Cost of project kept within budget</li> </ul>	<ul style="list-style-type: none"> <li>• When the scheme is constructed:</li> <li>• Support the use of a more sustainable mode of transport.</li> <li>• Support the economy and Improve accessibility to deprived rural areas</li> <li>• Support integration between Cavan, Leitrim, Monaghan and the border regions</li> <li>• Reduce the Environmental impacts on the existing area.</li> <li>• Support greater physical activity in the local and wider community.</li> </ul>

	<ul style="list-style-type: none"> <li>consultants etc</li> <li>External Sub-Consultants, Contractors</li> </ul>	<p>Phases</p> <ul style="list-style-type: none"> <li>➤ <b>Phase 0</b> Scope and Pre-appraisal.</li> <li>➤ <b>Phase 1</b> Scheme Concept &amp; Feasibility Study.</li> <li>➤ <b>Phase 2</b> Options Selection.</li> <li>➤ <b>Phase 3</b> Design and Environmental Evaluation</li> <li>➤ <b>Phase 4</b> Statutory Processes Part 8 Compulsory land purchases</li> <li>• The Current scheme Commission on completion of Phase 2.</li> </ul>		
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### Description of Programme Logic Model

The success of Greenway projects in Waterford and the Great Western Greenway in Mayo which were opened in 2010, exemplifies the potential for such projects to become huge economic contributors through increased tourism. These projects have been shown to have an extremely positive outcome, in addition to having transformative effect not only within the immediate vicinity of the Greenway locations, but also to the adjacent localities as well. It is evident that the State's investment in Greenway projects has delivered a significant boost for these locations. The Strategy for the Future Development of National and Regional Greenways prepared by the Department of Tourism, Transport and Sport (DTTAS, 2018) ensures that future investments in Greenways will maximise benefits not only within the locality but also on a much wider scale, on a regional level. The Strategy focuses on the delivery of Greenways that are of strategic significance on a regional or national level which could facilitate the development of linked and complementary local developments from other strategies.

In addition, it also aims to increase the number of geographical spread of Greenways of scale and quality in and around the country over a ten-year period with a consequent significant increase in the number of people using Greenways as a visitor experience and as a recreational amenity.

In accordance with the Strategy for the Future Development of National and Regional Greenways, Cavan County Council has included in its Development Plan objectives the development of an integrated and connected network of sustainable greenways and green routes within Cavan and to adjoining counties. Cavan County Council recognises the numerous benefits arising from the further development of Greenways in Cavan, as a tourism destination with a significant potential to attract visitors, local communities, and all users as an amenity for physical activity and a contributor to health and wellbeing. It is included in the Council's policy to continue to expand and create an integrated network of greenways across the County and maximise pedestrian and cycle access to same.

#### *Objectives:*

Each of the objective for the proposed Cavan Railway Greenway project are based under the headings of Economy, Environment, Safety, Accessibility,

Integration and Physical Activity as outlined under the Common Appraisal Framework.

The core target project aims of the proposed Cavan Railway Greenway are as follows:

- To develop a regionally significant greenway that will improve accessibility to adjacent towns which can be linked with local Greenways and other cycling and walking infrastructure that will form part of a much larger cycle network.
- To increase accessibility to points of interest and Natural Heritage Sites (NHAs) within the locality that will have the potential to generate an increase in tourism activity to Ireland by both domestic and international visitors.
- To regenerate and rejuvenate towns along the greenway route by providing an opportunity for local businesses and economies to maximise on an undervalued asset such as the local landscape and scenery.
- To provide a safe recreational outdoor activity for both pedestrians and cyclists in order to fully experience the natural landscape and beautiful scenery within the locality.
- To increase accessibility within the region by supporting the use of a more sustainable mode of transport that will minimise impacts on the environment and promote the general health and wellbeing of all end users.

As the project progresses, these objectives will also be developed in a manner that reflects SMART criteria (Specific, Measurable, Attributable, Realistic and Time Bound). SMART objectives also provide key input into the planning, implementation and ex-post evaluation of projects and programmes.

**Inputs:**

TII Funding, Technical Consultancy Services, In-house local authority funding and staff/admin resource supports, buy-in from all stakeholders & procurement of relevant sub-consultants and contractors. The estimated costs of the proposed project was prepared by the Technical Consultants at €20M as per the SAR.

**Activities:**

As approved by the Dept and based on the first level the fundings awarded the Project will initially progress through **Phases 0-2** of the TII Project Management Guidelines including Scheme Concept and Feasibility (complete), Options Selection (current stage). These works will include management of the Technical Advisors, reporting, meetings, Public Consultations and selection of a Preferred Route.

On completion of phases 0-2 the following activities/ phases will be necessary to advance the completion the proposed project when the various planning stages are sanctioned and funded by TII as the Approving Authority.

- **Phase 3-** Design and Environmental Evaluation
- **Phase 4-** Statutory Processes
- **Phase 5-** Enabling and Procurement
- **Phase 6-** Construction and Implementation
- **Phase 7-** Close out and Review
- The Scoping and Pre-Appraisal of the project.
- Clearly define the need and objective of project.
- Prepare a Strategic Assessment Report (SAR) in accordance with PSC and PAG.
- Seek relevant Dept (TII) approvals to progress the Scheme.
- Set a programme for the planning and design phases of the scheme.
- Procurement of the Technical Consultants.
- Progress the scheme in accordance with the following TII Project Management Guideline Phases subject to TII approval which will include undertaking a Multi Criteria analysis, preparation of preliminary and business cases.
- Prepare a detailed Project Brief and Procurement Strategy
- Management of the Project Budgets
- Complete and disseminate a Project Completion Report incorporating lessons learned into the sectoral guidance
- Complete an ex-Post Evaluation Report incorporating lessons learned and potential area for improvement



***Outputs:***

The scheme will

- Create a regionally significant greenway,
- Improved recreational outdoor activity
- Improved environmental conditions
- Improve accessibility, social inclusion, integration and physical activity

***Outcomes:***

The scheme will

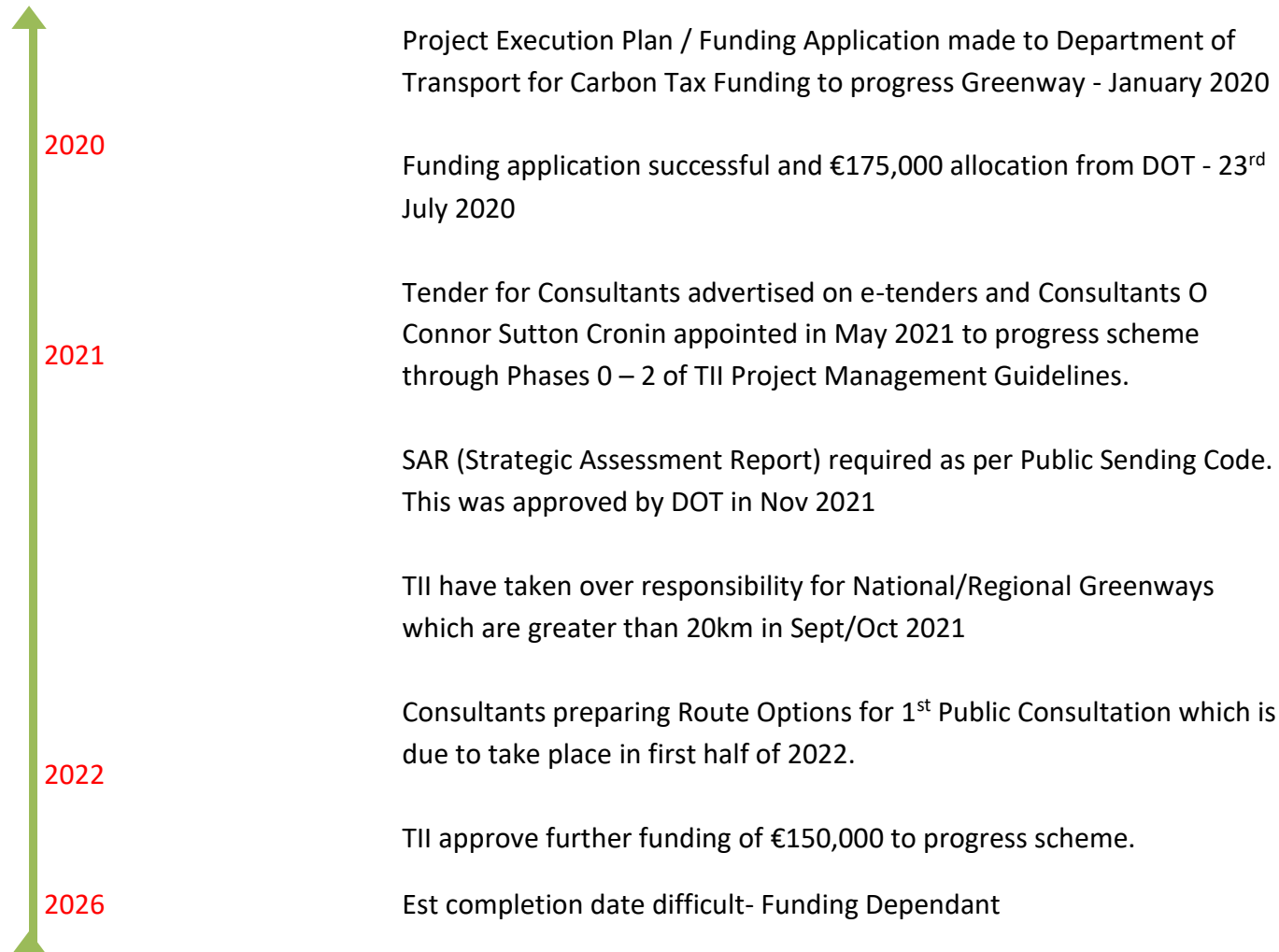
- Support the use of a more sustainable mode of transport
- Support the economy and Improve accessibility to deprived rural areas
- Support integration between Cavan, Leitrim, Monaghan and the border regions
- Reduce the Environmental impacts on the existing area.
- Support greater physical activity in the local and wider community.

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

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The following section tracks from inception the **Cavan Railway Greenway Capital Project** as managed by Cavan County Council.



### Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation of the **Cavan Railway Greenway Capital Project** as managed by Cavan County Council.

<b>Project/Programme Key Documents</b>	
<b>Title</b>	<b>Details</b>
<b>Carbon Tax Greenway Funding Application</b>	Prepared by Cavan County Council and made to Department of Transport January 2020
<b>Funding Allocation Approval / Grant Terms &amp; Conditions – Dept of Transport Tourism &amp; Sport 23 July 2020</b>	Department of Transport allocate €175,000 to progress scheme Phase 0-2
<b>Multi-Disciplinary and other Specialised Consultancy Services Tendering Documentation</b> Tender Evaluations, Chief Executive Order, Letter of Appointment & Consultancy Services Contract to progress scheme through Phases 0 – 2 of the Project	E-tender Ref 180113-Ten2000231, Tender Date 12/11/2020, Submission Date 7/12/2020 extended to 14/12/2022 Tender Assessment Report dated 6/04/2021 CTA/21/00006 Date 16/04/21. Value of Contract € All supporting documentations is available on file.
<b>Strategic Assessment Report</b> prepared as per Public Spending Code Decision Gate 0, DOT require SAR	Report prepared by Consultants O Connor Sutton Cronin in conjunction with Cavan County Council submitted to DOT in Sept 2021 and approved in November 2021 TII take over responsibility of Regional/National Greenways (>20km) in September 2021- Notification dated 13 <sup>th</sup> August 2021
<b>TII Phase 2 – Route Selection</b> Grant Allocation 2022- €150,000.00	Route Options being prepared by Consultants O Connor Sutton Cronin in conjunction with Cavan County Council for 1 <sup>st</sup> Public Consultation

**Key Document 1:** Carbon Tax Funding Application prepared by Cavan County Council and made to Department of Transport in January 2020. This application outlined the Council's proposal to develop Cavan Railway Greenway in with the Strategy for the Future Development of National and Regional Greenways and Cavan's County Development Plan.

**Key Document 2:** Evidence of the Greenway Funding Allocation from Department of Transport of €175,000 dated July 2020 together with the relevant terms and conditions for the grant award to progress scheme through Phases 0 – 2. This Funding was awarded to a number of local authorities following the assessment by the Department of proposals received under the **Carbon Tax 2020 Funding Call** for project phases up to but not including the construction of greenway infrastructure i.e. Phases 0 to 5.

**Key Document 3:** Multi-Disciplinary and other Specialised Consultancy Services Tendering Documentation, Tender Evaluations, Chief Executive Order, Letter of Appointment & Consultancy Services Contract. National Procurement Rules were followed as consultancy works are categorised as a Services Contract and it was considered that the estimated value of the tenders would be close to the Department approved budget of €175,000 which is below the EU threshold of €214,000 for Supplies and Services, but above the National Threshold National of €25,000. Two valid tenders were submitted to Cavan County Council by the closing date on Friday 14<sup>th</sup> December 2020. Both Tenderers complied with the 'Instructions to Tenderers' and passed the Suitability Assessment. Following the Tender Evaluation of both Price and Quality ratio the Tenderer with the highest score was awarded the contract valued at €165,215.00 ex vat. The appropriate Chief Executive Orders dated 16<sup>th</sup> April 2021, Letters of Appointments, Unsuccessful Letters and Acceptance and Service Contact / Conditions of Engagement were issued accordingly and available for audit purposes. Phases 0 – 2 are near completion and the related phased contracts payments charged as agreed.

**Key Document 4:** SAR (Strategic Assessment Report) as per Public Spending Code Decision Gate 0, DOT require SAR– The report was prepared by Consultants O Connor Sutton Cronin in conjunction with Cavan County Council. This was submitted to DOT in Sept 2021. The Strategic Research and Analysis Division conducted a technical assessment of the appraisal to determine its compliance with PSC and the associated Departmental Greenways guidance and on 26<sup>th</sup> Oct 2021 the TII concluded that the SAR report was conducted in accordance with the relevant guidelines.

**Key Document 5:**

TII Phase 2 – Route Selection Route Options is currently being prepared by Consultants O Connor Sutton Cronin in conjunction with Cavan County Council for 1<sup>st</sup> Public Consultation.

### Section B - Step 4: Data Audit

The following section details the data audit that was carried out on the **Cavan Railway Greenway Capital Project** as managed by Cavan County Council. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
Carbon Tax Funding Application/ Project Execution Plan prepared by Cavan County Council & submitted to Department of Transport in January 2020.	Initial Application for funding for the Proposed Project	Yes
Greenway Funding Allocation and DOT/ TII Approval Letters	Evidence of relevant funding approval of €175,000 from the sanctioning authority to progress scheme to Phase O	Yes
Multi-Disciplinary and other Specialised Consultancy Services Tendering Documentation, Tender Evaluations, Chief Executive Order, Letter of Appointment & Consultancy Services Contract	Evidence that the correct procurement process was applied in line with PSC Guidelines to ensure value for money is achieved in awarding the Consultancy Contract	Yes
SAR (Strategic Assessment Report)	The content the SAR report ensures conformity with the Project Appraisal Guidelines for National Roads Unit SAR also outlines the tasks involved in the first stage of a greenway project, which is the Strategic Assessment Stage including 1. Identification of existing issues or opportunities, and the need for the Greenway 2. Developing project objectives and produce a list of potential alternatives and options that could address the existing issues or opportunities present.	Yes
Route Selection Route Options	Provides evidence that all greenway routes options were appropriately considered as part of the consultation process in determining the preferred route	O Connor Sutton Cronin Consultants are currently drafting this document for Public Consultation

#### Data Availability and Proposed Next Steps

Yes- With the exception of the report on Route Selection Route Options all supporting documentation relating to Phases 0 - 2 of this project are available. Route Selection Route Options is currently being reviewed by the Consultants O Connor Sutton Cronin in conjunction with Cavan County Council for 1<sup>st</sup> Public Consultation and is nearly completion.

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## Section B - Step 5: Key Evaluation Questions

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The following section looks at the key evaluation questions for the **Cavan Railway Greenway Capital Project** as managed by Cavan County Council 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)**

The initial appraisal phases 0 - 2 of the project lifecycle proposed project is near completion including SAR- the Strategic Assessment Report. These appear to have been done in line with the TII Project Management Guidelines and the required standards set out in the PSC. A review of the preferred route selection is ongoing at present in consultation with Cavan County Council in preparation for the 1<sup>st</sup> stage of public consultation. An additional €150,000.00 was allocated by TII in 2022 to progress to the next phase of project.

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

Yes, all necessary data and information is available for a full evaluation at a later date.

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

Conscious of the impact of the COVID-19 Pandemic some disruptions to the initial phases of the project were noted that resulted in a slight overrun in the completion timeframe of project appraisal work as contracted to O Connor Sutton Cronin and the approval of various reports including SAR by the Dept. The project is now progressing due to increased oversight by the Council's Greenway Project Manager with Phase 2 of the preferred route option of the project near completion.

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## Section: In-Depth Check Summary

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The following section presents a summary of the findings of this In-Depth Check on the **Cavan Railway Greenway Capital Project** as managed by Cavan County Council.

**Summary of In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code, Cavan County Council is required to carry out an in-depth review on a minimum of 5% of the total value of all Capital Projects on the PSC inventory list averaged over a three-year period. The overall estimated lifetime value of Cavan County Council's Capital Projects in 2021 was **€683,090,268.94**. In-depth Reviews were carried out on two Capital Projects which together represent **3.2%** of the total value of all Capital projects / programmes identified in the Inventory list for 2021. The Average % over a 3-year period of Capital Projects / Programmes selected for In-Depth Check(s) (based on value) is **18%**.

An In-depth Review was undertaken on the proposed **Cavan Railway Greenway Capital Project** listed under expenditure being incurred by the Council. The estimated lifetime cost of this project is **€20 million** which represents approximately **2.9%** of the overall value of the Council's Capital Projects in the Inventory list for 2021. A second In-depth Review was undertaken on the **Multi-Annual Rural Water Programme 2019 – 2021** listed under expenditure being incurred by the Council. The estimated lifetime value of this project was **€1,726,471.00** which represents approximately **0.3%** of the overall value of the Council's Capital Projects in the Inventory list for 2021.

The success of Greenway projects in Waterford and the Great Western Greenway in Mayo which were opened in 2010, exemplifies the potential for such projects to become huge economic contributors through increased tourism. The Strategy for the Future Development of National and Regional Greenways prepared by the Department of Tourism, Transport and Sport (DTTAS, 2018) ensures that future investments in Greenways will maximise benefits not only within the locality but also on a much wider scale, on a regional level. The Strategy focuses on the delivery of Greenways that are of strategic significance on a regional or national level which could facilitate the development of linked and complementary local developments from other strategies. Cavan County Council has included in its Development Plan objectives the development of an integrated and connected network of sustainable greenways and green routes within Cavan and to adjoining counties.

This Proposed Cavan Railway Greenway will form part of a regionally significant Greenway in so far as it will link up with other proposed Greenways that will traverse Counties, Armagh, Monaghan, Fermanagh, Leitrim and Cavan, as shown in Figure below. Its total length will be approximately 40km.

In January 2020 a funding application was submitted to Department of Transport for Carbon Tax Funding to progress the proposed Greenway. The application was successful receiving an allocation €175,000 from DOT. The current commission is to progress the scheme through Phases 0 - 2 of the Project Management Guidelines. At this stage the overall completion date is difficult to predict - approximately 2026 as it is very much funding dependant. At present the proposed scheme has expenditure incurred with the Consultants appointed in accordance with procurement regulations to progress project from Phase 0 to Phase 2 (Route Selection) of TII. A SAR (Strategic Assessment Report) was prepared and submitted to Dept as required under the PSC and the Project Management Guidelines. This was approved by DOT in Nov 2021. The consultants are currently preparing Route Options for 1st Public Consultation which is due to take place in first half of 2022 with additional funding of €150,000 to be approved by TII to progress scheme.

As the various phases are sanctioned by the Approving Authority (TII) all necessary stages of the Proposed Cavan Railway Greenway Capital Project will be undertaken in accordance with the Public Spending Code Regulations and the Capital Management Framework Guidelines. To date all necessary project assessments/ reports and sanctions by Approving Authority on the proposed project appear to have been strategically managed to date with the view of achieving the prime objective of the scheme and maximising the proposed outputs and outcomes.

On completion of the In-depth review of the Proposed **Cavan Railway Greenway Capital Project** as managed by Cavan County Council Internal Audit has formed the opinion that this Capital Expenditure Project appears to be **Broadly/Substantially compliant** with the relevant requirements of the Public Spending Code.

**Acknowledgment:** Internal Audit would like to thank all relevant staff for their assistance during the course of this review.



## **Quality Assurance – In Depth Check**

### **Capital Programme**

**31200755 - Multi-Annual Rural Water Programme 2019 – 2021**

**Cavan County Council**

**Internal Audit Department**



**Public Spending Code**

**Quality Assurance Appraisal 2021**

**In-depth Review - Capital Programme**

**(Multi Annual Rural Water Programme 2019-2021)**



**Quality Assurance – In Depth Check**  
**Multi Annual Rural Water Programme 2019-2021**  
**Cavan County Council**

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**Section A: Introduction**

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

<b>Programme or Project Information</b>	
<b>Name</b>	<b>Multi Annual Rural Water Programme 2019-2021</b> <b>Capital Project Job Code 31200755</b>
<b>Detail</b>	Providing Capital Funding to Group Water Schemes for capital investment to support rural water services
<b>Responsible Body</b>	Cavan County Council
<b>Current Status</b>	Ongoing – Expenditure still being incurred
<b>Start Date</b>	Allocations approved October 2019
<b>End Date</b>	Initial Programme End date 31 <sup>st</sup> December 2021 Impact of Covid -Extended Completion Date December 2022
<b>Overall Estimated Lifetime Cost</b>	<b>€1,726,471.00</b>

## **PROJECT DESCRIPTION**

Capital Funding to Group Water Schemes for capital investment to support rural water services.

### **Overview**

Approximately 6% of the population have their drinking water supplied by Group Water Schemes (community-run schemes). Of these, about 70% get their water from private group schemes, which have a privately sourced water supply. The remaining schemes get their water from an Irish Water connection.

The Rural Water Programme, through Exchequer funding, delivers improvements to private domestic water and wastewater services in areas of rural Ireland where there are no public (Irish Water) water/wastewater services.

Grant assistance is available, through Local Authorities (the County Councils), under the Programme for capital works for:

- Group Water Schemes
- Community Connections (water and wastewater)
- Individual Domestic Water Supplies (more commonly called private wells)
- Domestic Wastewater Treatment Systems (more commonly called septic tanks)

### **Multi-Annual Rural Water Programme - Background and Objectives**

Department Circular L1/16 (5 January 2016) set out the particulars of the Multi-Annual Rural Water Programme 2016–2018, which was the first multi-annual funding framework approach for the Rural Water Programme.

### **Working Group**

In April 2018 the Minister established a Working Group to conduct a wider review of investment needs and rural water services. The Working Group, was chaired by the Department, included the National Federation of Group Water Schemes, Environmental Protection Agency, Health Service Executive, Department of Rural and Community Development and Local Authorities through the County and City Management Association.

There was a two-strand approach to the considerations of the Working Group:

- **Strand 1** considered the composition and distribution of funding for the Multi-Annual Rural Water Programme 2019-2021, while
- **Strand 2** considered the more complex longer-focus issues surrounding the long-term future resourcing of the Rural Water Sector.

### **Recommendation - Multi-Annual Rural Water Programme 2019-2021**

Based on the recommendations of the Working Group, which considered the lessons learnt in the first multi-annual funding cycle 2016-2018 as well as the ongoing developments in the wider water services sector, the Minister approved the Multi Annual Rural Water Programme for the 2019-2021.

Capital funding of €23 million was provided in 2019. A total of €75 million was committed to the Programme under the National Development Plan from 2019 to 2021.

Details were circulated to Local Authorities via **Circular L1/19** (8<sup>th</sup> February 2019) advising Local Authorities on the funding arrangements and requirements for the period 2019 to 2021 for capital investment to support rural water services. The related policy and governance principles of the various funding measures were set out in the relevant Framework document.

### **Programme Objective**

The programme objective for this cycle is to provide enhanced funding certainty for priority investment needs to support the implementation of proper planning and sustainable development in rural areas. Also to assist in meeting the requirements of the Drinking Water Directive in relation to rural water supplies and to support the delivery of measures identified in the River Basin Management Plan for Ireland 2018-2021 to meet the objectives of the Water Framework Directive.

### **Programme Scope**

The 2019-2021 funding cycle of the multi-annual programme consists of eight measures. Most are further broken into sub-measures. These measures reflect the key challenges currently facing the rural water sector.

In particular, the measures have been more expressly focused on the multiple barriers approach, from catchment to consumers (source – treatment - distribution), to prevent water contamination and ensure that drinking water is safe and meets quality parameters of the Drinking Water Regulations on a consistent long-term basis.

## **The 8 Funding Measures of the Programme**

- **Measure 1 - Source Protection:** This measure is aimed at protecting the raw water source of existing group water schemes thus contributing to the safety of water users through the ability of the scheme to sustainably achieve compliance with the water quality parameters of the Drinking Water Regulations on a consistent long-term basis.
- **Measure 2 - Public health compliance:** This measure is aimed at improving water quality in existing group water schemes, through upgrading of their treatment facilities, so that the schemes can sustainably achieve compliance with the parameters of the Drinking Water Regulations on a consistent long-term basis.
- **Measure 3 - Enhancement of existing schemes including water conservation:** This measure supports projects to make existing group water schemes more efficient in their operation.
- **Measure 4 – New Group Water Schemes:** This measure supports social and economic development in rural towns and villages and their hinterlands by providing new group water schemes where public water supply schemes or individual/private wells are not the most viable option.
- **Measure 5 – Transition of Existing Group Water Schemes and Group Sewerage Schemes to the Public (Irish Water) Water Sector:** This measure enables existing group water schemes and existing group sewerage schemes, where they wish to do so and with the agreement of Irish Water, to transition to the public water sector (Irish Water).
- **Measure 6 - Community Connections (Water and Wastewater):** This measure facilitates the continued expansion of the coverage of piped water supplies and central wastewater collection systems by extension off the public (Irish Water) network.
- **Measure 7 - Innovation and Research:** This measure is aimed at issues in the rural water sector which, given the major transition of water services in Ireland, require new and innovative approaches and solutions.
- **Measure 8 - Individual wells (more commonly known as private or household wells) and on-site wastewater treatment systems (more commonly known as septic tanks):** This measure is aimed at allowing householders dependent on these services to obtain funding support for their improvement. Separate circulars and guidance will issue on this measure.

### **Remedial Action List for Group Water Schemes**

Particular attention was given to the Remedial Action List for Group Water Schemes (RAL-GWS) issued by the Department with Circular L2/17 in May 2017.

The RAL-GWS continued to be the main basis for allocating scheme-based funding under Measure 2 for the 2019-2021 funding cycle to address water quality issues across the regulated private group water schemes.

### **Transition from the previous programme**

Schemes/projects approved but not started under the previous 2016-2018 multiannual cycle continued to be eligible for funding to proceed to completion under the 2019-2021 multi-annual cycle if they were in a position to commence same.

### **Submission of Funding Bids**

Taking account of the criteria in the framework document, Local Authorities were invited to submit scheme/project proposals for the 2019- 2021 cycle of the multi-annual programme with the templates for completion of the bids for Measures 1-7 provided.

Allocation of funding was to be prioritised based and Bid Submissions had to be made to the Water Policy and Rural Water Programme by 14<sup>th</sup> March 2019.

### **Evaluation of Proposals**

A bids evaluation panel -the Expert Panel supported the Department with its evaluation of bids from Local Authorities. In addition to expertise, the Panel brought independence, openness and transparency to the bids evaluation process which was done on a national prioritised basis. The Panel made recommendations to the Department on the suitability of schemes/projects for funding based on objective criteria which were set out in the Framework. The Department then considered the recommendations of the Panel and based on these proposed allocations for the Minister's consideration.

### **Funding Approval Circular L2/19**

Based on the recommendations of the Expert Panel, the minister approved the schemes and projects under the Programme for 2019 to 2021 and via Circular L1/19 date 14<sup>th</sup> October 2019 advised Local Authorities of the funding arising from this process for the 2019-2021 period including the allocations for 2019 for Measures 1-7 of the Programme as set out in Annexes 1, 2 and 3 and the relevant Expert Panel notes attached to Circular L2/19.

While the scheme-specific approach of the multi-annual programme, taken in its entirety, alters the approach to prioritisation within the funding framework, it does not impinge on the devolved role of Local Authorities within the rural water sector, in particular its role under the Drinking Water Regulations in respect of monitoring and compliance.

Given the impact of Covid 19 cycle completion of project works under this programme carried into 2022 until the new programme is approved by the Department.

### **Cavan County Council- Bid Submission for Funding under the Programme**

On 11<sup>th</sup> February 2019 the Rural Water Liaison Officer of Cavan County Council contacted the Group Water Scheme Sector via letter requesting they submit any application they felt deserving of funding under the various measures. They were further advised to contact their technical advisor and determine whether there were proposed works under their scheme's maintenance and management programme that may qualify under any of the measures. Submissions were requested by 1st March 2019 and applicants were to note that Cavan County Council would only be able to determine what funding, if any, may be available to schemes when it was in receipt of Department allocation.

The Council received 51 submissions for funding towards specific projects on behalf of 27 Group Water Schemes broken down as follows:

<b>Measure</b>	<b><u>DETAILS</u></b>	<b><u>No</u></b>	<b><u>Submission Value €</u></b>
Measure 1	Source Protection	13	€318,750.00
Measure 2	Public Health Compliance	10	€1,509,715.00
Measure 3	Enhancement of Existing Schemes including Water conservation	22	€4,660,965.00
Measure 4	New Group Water Schemes	3	€594,941.00
Measure 5	Transition of Existing Group Water Schemes and Group Sewerage Schemes to the Public (Irish Water) Water Sector	1	€50,000.00
Measure 6	Community Connections	2	€103,000.00
Measure 7	Innovation and Research	<u>0</u>	
	<b>Total no of Submissions</b>	<b>51</b>	<b>€7,237,371.00</b>

A bids submission was forwarded to the Dept on 13<sup>th</sup> March 2019 by Cavan County Council outlining the proposed schemes and the related projects on a prioritised basis.

Following an evaluation of same by the Department under the Multi-Annual Rural Water Programme 2019-2021 the Private Group Water Schemes in Cavan were subsequently allocated a total of **€1,726,471.00** the details of which were primarily circulated along with Circular L2/19 dated 14<sup>th</sup> October 2019. The original allocation per Circular L2/19 was for €1,686,471.00 regarding 23 of the above projects, covering 17 schemes.



## Summary of Funding Allocation to Cavan Group Water Schemes - 14<sup>th</sup> October 2019

GWS Scheme	Measure	No of Domestic Connections	Measure or Sub Measure	Amount of Funding Sought / Being provided 2019-2021	Amount of Funding Sought / Being Provided 2019
Doobally GWS	1	80		60,000.00	60,000.00
Barraghy-Farmoyle GWS	1	436		81,750.00	25,000.00
Virginia GWS [See Note 1]	1	14		12,000.00	12,000.00
Clifferna GWS	1	504		30,000.00	10,000.00
Annagh GWS [See Note 2]	2	630	2.(a)	50,000.00	50,000.00
Dhuish GWS [See Note 2]	2	394	2.(a)	50,000.00	50,000.00
Doobally GWS [See Note 2]	2	80	2.(a)	50,000.00	50,000.00
Crossdoney GWS	2	371	2.(a)	350,000.00	30,000.00
Barraghy GWS	2	436	2.(a)	107,257.00	107,257.00
Clifferna GWS [See Note 2]	2	504	2.(a)	25,000.00	0.00
Amalgamation Bundle No. 1 (Folies Bridge into Derryvoney GWS) [See Note 3]	2	23	2.(b)	35,000.00	35,000.00
South-West Cavan (DBO) GWS	2	1866	2.(c)	126,136.00	126,136.00
West Cavan (DBO) GWS	2	1777	2.(c)	126,136.00	0.00
Annagh GWS	2	630	2.(c)	21,250.00	21,500.00
Dernakesh GWS [See Note 2 & 3]	3	224	3.(b)	25,000.00	25,000.00
Derryvoney GWS	3	83	3.(b)	48,662.00	0.00
Crosserlough GWS	3	598	3.(b)	68,800.00	15,300.00
CMM GWS	3	739	3.(b)	88,173.00	61,755.00
Erne Valley GWS [See Note 1 & 3]	3	1126	3.(b)	25,000.00	25,000.00
Mountainlodge GWS - Extension to Drung	4	16	4.(b)	115,807.00	115,807.00
Derryvoney GWS - Extension to River Run Estate	4	12	4.(b)	46,750.00	46,750.00
Bunroe GWS - Extension to Drum	4	15	4.(b)	63,750.00	63,750.00
Poles GWS [See Note 1]	5	143	5.(b)	80,000.00	80,000.00
N/A	6	0		0.00	0.00
N/A	7	0		0.00	0.00
<b>Totals</b>				<b>1,686,471.00</b>	<b>1,010,255.00</b>

### Additional Dept Funding Allocation in August 2021

On 27<sup>th</sup> August 2021 a further two schemes received additional allocations under Measure 1 of the programme amounting to **€40,000.00**. This was approved by the Minister as part of an initiative to expand the knowledge on (ISPPs) Integrated Source Protection Plans to contribute to providing for more accurate estimation of the costs involved with rolling out future programmes of works in the area of source protection for Group Water Schemes.

<b>Multi-Annual Rural Water Programme 2019-2021</b>					
<b>Measure 1 - Source Protection (Group Water Scheme Sector)</b>					
<b>Local Authority</b>	<b>Group Water Scheme</b>	<b>No of Domestic Connections</b>	<b>Project Type (Small Protect, Small Improve, Large Protect, Large Improve)</b>	<b>Source Type Surface Water/ Groundwater</b>	<b>Amount of Funding Sought/Being Provided</b>
Cavan	Crosserlough GWS	799	Small Improve	Surface Water	€15,000
Cavan	Erne Valley GWS	1,528	Large Improve	Surface Water	€25,000
<b>Total</b>					<b>€40,000</b>

Group Water Schemes allocated funding under **MARWP 2019-2021** are contacted every 6-8 weeks to ascertain an update on the various projects and a report is prepared & returned to the Department.

### **Progress Update 31<sup>st</sup> December 2021**

Understandably the progress or completion of many of the planned projects funded by the programme slowed down significantly due to the Covid-19 pandemic which resulted in only **31%** of the approved Group Water Scheme project works completed by 31<sup>st</sup> December 2021.

### **Summary of Completed Project Works at 31/12/2021**

<b>GWS Scheme</b>	<b>Measure</b>	<b>Measure or Sub Measure</b>	<b>Amount of Funding Sought / Being provided 2019-2021</b>	<b>Completed Works &amp; Total Expenditure @ 31/12/2021</b>
Crosserlough GWS	1		15,000.00	
Erne Valley GWS	1		25,000.00	
Doobally GWS	1		60,000.00	
Barraghy-Farmoyle GWS	1		81,750.00	74,910.00
Virginia GWS	1		12,000.00	
Clifferna GWS	1		30,000.00	
Annagh GWS	2	2.(a)	50,000.00	
Dhuish GWS	2	2.(a)	50,000.00	
Doobally GWS	2	2.(a)	50,000.00	
Crossdoney GWS	2	2.(a)	350,000.00	
Barraghy GWS	2	2.(a)	107,257.00	
Clifferna GWS	2	2.(a)	25,000.00	
Amalgamation Bundle No. 1 (Folies Bridge into Derryvoney GWS)	2	2.(b)	35,000.00	35,000.00
South-West Cavan (DBO) GWS	2	2.(c)	126,136.00	
West Cavan (DBO) GWS	2	2.(c)	126,136.00	
Annagh GWS	2	2.(c)	21,250.00	19,445.04
Dernakesh GWS	3	3.(b)	25,000.00	25,000.00

Derryvoney GWS	3	3.(b)	48,662.00	48,662.00
Crosserlough GWS	3	3.(b)	68,800.00	
CMM GWS	3	3.(b)	88,173.00	78,077.08
Erne Valley GWS	3	3.(b)	25,000.00	24,987.03
Mountainlodge GWS - Extension to Drung	4	4.(b)	115,807.00	115,807.00
Derryvoney GWS - Extension to River Run Estate	4	4.(b)	46,750.00	46,416.38
Bunroe GWS - Extension to Drum	4	4.(b)	63,750.00	63,750.00
Poles GWS	5	5.(b)	80,000.00	
N/A	6		0.00	0.00
N/A	7		0.00	0.00
<b>Totals</b>			<b>€1,726,471.00</b>	<b>€532,054.53</b>

As outlined above 10 Group Water Schemes in County Cavan had project works commenced / completed on 31<sup>st</sup> December 2021 to the value of **€532,054.53**.

While it appears that no formal notification was issued by the Department in relation to an extension to Multi-Annual Rural Water Programme 2019-2021 Local Authorities were advised on the most appropriate way to progress the completion of following schemes during 2022 prior to the announcement of a new programme:

- Schemes approved for funding that are substantially complete
- Schemes approved for funding that are not complete
- Schemes approved for funding that are not started

In early 2022 a Programme Completion Tacker for the Multi-Annual Rural Water Programme was established to monitor the progress and completion of the projects. As required Cavan County Council populated the MARWP completion timeline tracker and submitted it to the Department in February 2022. On this basis it is anticipated that most of the remaining funding available to the Group Water Schemes in Cavan will be drawn down by the end of 2022. Progression of project works are now closely monitor by all relevant parties including Cavan County Council, the Department and the related Group Water Scheme to ensure the objectives of the Programme are achieved within the timeframe allowed.

## Section B - Step 1: Logic Model Mapping

As part of this In-Depth Check, Water Services and Internal Audit Unit have completed a Programme Logic Model (PLM) on the Multi Annual Rural Water Programme 2019-2021 as administrated by Cavan County Council –

Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> <li>The priority objective of the programme over the years has been and continues to be addressing drinking water quality in private supplies – group water schemes and individual private wells.</li> </ul>	<ul style="list-style-type: none"> <li>Government funding of <b>€1,726,471.00</b></li> <li>Management of scheme &amp; funding by Cavan County Council, Water Services Section.</li> <li>Cavan County Council in-house staff and technical resources.</li> <li>Cooperation with and assistance to Group Water Scheme Sector.</li> <li>Private Contractors</li> <li>Technical Advisors</li> </ul>	<ul style="list-style-type: none"> <li>Dissemination of information to Group Water Scheme Sector.</li> <li>Prioritisation and evaluation of projects / schemes.</li> <li>Preparation and Submission of Bids Template.</li> <li>Dissemination of Ministers list of approved schemes and projects to the Group Water Scheme Sector.</li> <li>Progress works up to maximum value of the amounts set on the relevant annex.</li> <li>Verification of completed works.</li> <li>Process funding claims and drawdown of Department Funding.</li> <li>Complete Programme Tracker.</li> </ul>	<ul style="list-style-type: none"> <li>The upgrading of Group Water Scheme Infrastructure such as plant upgrades, mains rehabilitation and replacement in line with programme measures</li> <li>Completion of 25 funded project across 17 Group Water Schemes</li> </ul>	<ul style="list-style-type: none"> <li>The Government’s vision for water services – whether publicly provided by Irish Water or under the Rural Water Programme – is that they are delivered and developed in line with the needs and expectations of users, in compliance with legal obligations, in a fair and equitable way, in a cost-effective manner, and in keeping with the principles of social, economic and environmental sustainability.</li> <li>Source Protection of water supplies</li> <li>Public Health Compliance.</li> <li>Enhancement of existing schemes including water conservation.</li> <li>New and innovative approaches and solutions to water services in Ireland</li> </ul>

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

## **Description of Programme Logic Model**

**Objectives:** The Rural Water Programme, through exchequer funding, delivers improvements to private domestic water services in areas of rural Ireland where there are no public (Irish Water) water services i.e. Group Water Schemes, Group Sewerage Schemes, Community Connections, Individual Domestic Water Supplies and Domestic Wastewater Treatment Systems. The strategic objective of the Rural Water Programme is through various measures to improve the quality, reliability and efficiency of water services for rural dwellers where Irish Water services are not available.

**Inputs:** Government funding of **€1,726,471.00**, In-house Local Authority staff/admin resource supports, Technical Supervisors, Private Contractors, co-operation from Group Water Scheme Sector.

**Activities:** Group Water Schemes make funding submissions via the Local Authority which are reviewed and assessed by a Bids Evaluation Panel supporting the Department. Allocations are then distributed to the qualifying groups on a scheme & project specific basis. Funding is then drawn down on submission of certified claims by the Group Water Schemes. The Local Authority pays the Group Water Scheme and recoups the expenditure.

**Outputs:** The upgrading of Group Water Scheme infrastructure such as plant upgrades, mains rehabilitation and replacement as funded under the scheme. Completion of 25 funded project across 17 Group Water Schemes in County Cavan


**Outcomes:** Improved compliance with Drinking Water Regulations, improved water quality and a reduction in unaccounted for water. Enhancement of existing schemes including water conservation. Investments in this area leads to new and innovative approaches and solutions to water services in Ireland

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

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The following section tracks from inception the Multi Annual Rural Water Programme 2019-2021 as administrated by Cavan County Council.

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- February 2022 MARWP Programme Tracker completed and submitted to Department.
  - 27<sup>th</sup> August 2021- Additional Measure 1 Funding allocation of €40,000.00 to 2 Group Water Schemes in County Cavan.
  - December 2019 to Current Date – Group Water Schemes commence works, submit costs/ details & submit certified claim. Cavan County Council review & verification of payment. Cavan County Council then claim expenditure from the Department in the prescribed manner.
  - November 2019 – Cavan County Council advises Group Water Schemes of respective funding and advises on the mechanism for drawdown.
  - October 2019 – Expert Panel supporting the Department’s review of bid applications and the announcement of the funding allocations.
  - April 2019 – Department seeks further information & Cavan County Council request this from Group Water Schemes.
  - 13<sup>th</sup> March 2019 – Cavan County Council collate bids and forward to Department using standardised template.
  - Feb 2019 – Group Water Schemes make submissions to Cavan County Council.
  - 8 Feb 2019 – Multi Annual Programme funding announced by the Department.

### Section B - Step 3: Analysis of Key Documents

The following section reviews the key documentation relating to appraisal, analysis and evaluation of **the Multi Annual Rural Water Programme 2019-2021 as administrated by Cavan County Council.**

<b>Project/Programme Key Documents</b>	
<b>Title</b>	<b>Details</b>
<p>1. Department <b>Circular L1/19</b> dated 8th February 2019 Re Bids for Multi-Annual Rural Water Programme 2019-2021 &amp; attached Template &amp; Framework documentation</p>	<p>Circular containing advice regarding Bids for Multi-Annual Rural Water Programme 2019-2021 issued by Assistant Principal Officer, Water Policy and Rural Water Programme.</p> <p>Guidance Notes on Completing the Templates for the Bids for Measures 1-7 are provided in Appendix 1.</p> <p>Framework for Multi Annual Rural Water Programme 2019-2021 - Information for Local Authorities on the Programme and Guidance for Completion of Bids for Funding (Version February 2019) issued by Rural Water Unit, Water Policy and Rural Water Programme Section are provided in Appendix 2</p>
<p>2. <b>Cavan County Council, Rural Water Liaison Officer Bid submission of proposed Multi Annual Rural Water Programme 2019 – 2021</b> Cavan County Council, Rural Water Liaison Officer Letter to Group Water Scheme Sector dated 11<sup>th</sup> February 2019 Seeking Project Submissions - Individual Submissions from the Group Water Schemes</p>	<p>Letter to Group Water Scheme Sector outlining Multi-Annual Rural Water Programme 2019-2017 and requesting submission of proposals by 1st March 2019.</p> <p>51 Submissions received from Group Water Scheme Sector.</p> <p>Multi-Annual Rural Water Programme 2019-2021 Complete Funding Bid Template submitted by Cavan County Council &amp; Covering Letter setting out the needs identified for each measure 13<sup>th</sup> March 2019.</p>

<p>3. Department Circular L2/19 dated 14th October 2019 Re Approval of schemes / projects under the Multi-Annual Rural Water Programme 2019-2021 and grant allocations to Local Authorities for 2019 &amp; attached Annex 1-3</p> <p>Notification of Additional Measure 1 Allocation August 2021 of €40,000.00 to two Group Water Schemes</p>	<p>Circular containing advice of the funding arising from the bidding process for the 2019-2021 period including the allocations for 2019 for Measures 1-7 of the Programme issued by Assistant Principal Officer, Water Policy and Rural Water Programme.</p>
<p>4. Financial Records of the Completed GWS Projects Certification of completed works, Supporting project expenditure documentation, Grants Payments and Approval Records Recoupment Claim Records</p>	<p>Certification of Completed GWS Project works signed Technical Advisors and Supporting Invoices for the related expenditure- Council Agresso Account System Records. Evidence of CE Authorisation of Grant Payment. Recoupment Records for the related Funds claimed from the Department - (Debtor Control Account Reconciliation).</p>
<p>5. Programme Trackers for the Rural Water Programme- February 2022</p>	<p>Rural Water Unit Quarterly Programme Tracker- issued by the Department in February 22 for completion by Cavan County Council on the progress of funded projects.</p>



**Key Document 1:** Department Circular L1 /19 dated 8<sup>th</sup> February 2019 regarding programme guidelines & bids submission template.

**Key Document 2:** Cavan County Council's invitation letter to Group Water Scheme Sector for Bid Funding Submissions. Cavan County Council's Bid Submission / the completed template and covering letter send to Department on behalf of the Group Water Schemes.

**Key Document 3:** Department **Circular L2/19** dated 14<sup>th</sup> October 2019 Re Approval of schemes / projects under the Multi-Annual Rural Water Programme 2019-2021 and grant allocations to Local Authorities for 2019 and the Notification of Additional Measure 1 Allocation August 2021 of €40,000.00 to 2 Group Water Schemes.

**Key Document 4:** Financial Records for the completed GWS Projects, the associated Grants Payments to Group Schemes and documentation for the Recoupment of Funds from the Department as outlined in the relevant circular.

**Key Document 5:** Programme Tracker for the Multi-Annual Rural Water Programme. This document was issued by Department via email 14th February 2022 for completion by the Council. It provides the Department with information to:

- Monitor the progress of the schemes / projects allocated funding under the programme
- Monitor impediments to progress on the programme
- Brief the Expert Panel on same under each measure and at Local Authority level
- Brief the Rural Water Working Group
- Report to the Minister on progress and impediments as required
- Engage with the key stakeholder such as the National Federation of Group Water Schemes (NFGWS)
- Accurately plan for expected expenditure
- Plan for the upcoming programme

## Section B - Step 4: Data Audit

The following section details the data audit that was carried out on the Multi Annual Rural Water Programme 2019-2021 as administrated by Cavan County Council. It evaluates whether appropriate data is available for the future evaluation of the project/programme.

Data Required	Use	Availability
<p>Circular L1/19 – Outlining the funding requirements</p> <p><b>Cavan County Council’ s GWS Bid’s Submission Proposal under Multi Annual 2019 – 2021 Rural Water Programme</b> and the supporting documentation / Bids submission proposals received from the GWS technical advisors.</p> <p>Copy of the Standard Bid Application Template as submitted to Dept of Housing Planning and Local Government dated 13<sup>th</sup> March 2019</p>	<p>Assessment of the application process applied by Cavan County Council’s Rural Water Liaison Officer re to prioritisation and evaluation of projects / schemes included in the Group Water Scheme Bids Submission to made to the Department under the Framework for Multi Annual Rural Water Programme 2019/2021.</p> <p>The approved funding allocations by the Department was based on the independent Expert Panel’s evaluation of the Local Authorities Group Water Scheme’s Bid Submissions re the suitability of schemes/projects for funding based on objective criteria which were set out in the Framework.</p>	<p><b>Yes</b></p>
<p>Department <b>Circular L2/19 dated 14<sup>th</sup> October 2019 Re Approval of schemes / projects under the Multi-Annual Rural Water Programme 2019-2021</b> and grant allocations to Local Authorities for 2019 &amp; attached Annex 1-3.</p>	<p>Verification that Departments funding allocation and approval given to proceed with various projects.</p>	<p><b>Yes</b></p>

<p><b>Supporting documentation of completed GWS Projects.</b> Evidence of the necessary verification and approval of the related project expenditure.  (Sample of Drawdown and Claims File Examined)</p>	<p>To determine that claims paid are in line the programme guidelines. Evidence that the necessary governance and controls procedures and the terms and conditions of the allocated funds were applied.</p>	<p><b>Yes</b></p>
<p><b>MARWP Completion Timeline Tracker</b> as submitted it to the Department in Feb 2022-Programme Tracker on the Multi Annual Rural Water Capital Programme for the related Schemes / Projects -</p>	<p>Evidence of the controls for monitor the progress of each project / scheme allocated funding under the programme. The fully completed Programme Tracker is intended to be an accurate assessment of the current situation of each project / scheme. This information is used to guide the Expert Panel on the upcoming Programme.</p>	<p><b>Yes</b></p>

### **Data Availability and Proposed Next Steps**

Internal Audit is satisfied that the documentation outlined in the above table was provided on request from the Water Services Section of Cavan County Council. The relevant documentation for the audit sample was available on file to review. Based on the findings of the review assurance was provided that the initial identification and prioritisation of the scheme projects and appraisal stages appear to be in accordance with the programme guidelines as per circular L19/ 1 and circular L19 /2 and the Public Spending Code requirements. However the impact of COVID 19 was noticeable given the level of outstanding / incomplete projects with approved funding still awaiting drawdown. With the continued monitoring of same via the Programme Tracker there is some assurance that the majority of the related approved Group Water Scheme project works should be completed by 31st December 2022. The necessary supporting documentation will be retained on file for future audit trail purposes.

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## Section B - Step 5: Key Evaluation Questions

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The following section looks at the key evaluation questions for the Multi Annual Rural Water Programme 2019-2021 as administered by Cavan County Council 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)**

Based on the findings of the In-depth Review the Multi-Annual Rural Water Programme 2019-2021 as administered by Cavan County Council appears to comply with the terms and conditions of the related framework and standards set out in the Public Spending Code. The preparation and identification of the Group Water Schemes Bid Submissions by Cavan County Council including the prioritisation of projects were undertaken in accordance with the guidance criteria provided. In assessing the suitability of scheme projects for funding the Expert Panel provided independence, openness and transparency to the bid evaluation process. Approved funding allocations were subsequently provided to Cavan County Council to administer accordingly over the term of the programme.

All completed works to date were certified by the Group Scheme's Technical Experts with the relevant supporting documentation provided to the Council. The Council's financial / governance control procedures provide the necessary oversight of the related projects. The inhouse technical engineers ensure recommendations for project payments are clearly documented with supporting Chief Executive Approval Orders on file. Evidence of project expenditure /contractor's invoices were also available on the sample files examined. The corresponding recoupment funding claims were processed accordingly and the related payment transactions / government debtor activities were appropriately accounted for in the Council's financial statements.

Unfortunately due to the impact of Covid 19 the progression of many projects by the Group Schemes was difficult during 2020 and 2021. With this in mind the Review Team is satisfied that the necessary Group Scheme Technical Advisors and supports are in place to advise and monitor the progression of the related projects in line with the terms of the grant funding allocation as outlined in Circular L2/19. The completion of the remaining ongoing projects are now closely monitored via the Programme Tracker with quarterly updates provided to the Department by the Council to ensure the overall objectives of the scheme are met before December 2022.

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

Yes, the necessary data and information is available to substantiate any key decisions taken during the bidding and claiming stages of the programme. The programme tracker as submitted to the Department provides detailed information on the current status, committed work plans and proposed completion date on the remaining funded projects. As the scheme projects progress and finalise the related data will be retained to facilitate any necessary full evaluation at a later date.

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

As this programme progresses and upcoming programmes are initiated it is advised that the Water Services Department continue to adhere to control procedures as recommended by the Department in the Public Spending Code.

There were no major concerns identified apart from the level of outstanding / incomplete project work with approved funding under the Multi Annual Rural Water Programme 2019/2021 caused by Covid 19 impediments that were outside the control of the key stakeholders and all Local Authorities.

On this basis it is advised that the remaining incomplete group scheme projects continue to be vigorously monitored by all relevant stakeholders including Cavan County Council to ensure the commitment as outlined in the Programme Completion Tracker is fully achieved.

To maximise the opportunities for schemes to meet the water quality standards of the Drinking Water Regulations on a consistent long-term basis Cavan County Council in consultation with the Department must continue to encourage schemes to bring quickly executable, low cost works forward as much as possible in the programme

Cavan County Council must also continue to proactively advise, encourage and focus schemes, particularly smaller schemes, on what are their most sustainable long-term options which are either interconnect to Irish Water where this is the more appropriate solution or rationalise and/or amalgamate with other schemes or standalone where none of the other options are viable.

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## Section: In-Depth Check Summary

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The following section presents a summary of the findings of this In-Depth Check on the Multi Annual Rural Water Programme 2019-2021 as administered by Cavan County Council.

**Summary of In-Depth Check:** Under section 4 of the Quality Assurance provisions contained in the Public Spending Code, Cavan County Council is required to carry out an in-depth review on a minimum of 5% of the total value of all Capital Projects on the PSC inventory list averaged over a three-year period. The overall estimated lifetime value of Cavan County Council's Capital Projects in 2021 was **€683,090,268.94**. In-depth Reviews were carried out on two Capital Projects which together represent **3.2%** of the total value of all Capital projects / programmes identified in the Inventory list for 2021. The average % over a 3-year period of Capital Projects /Programmes selected for In-Depth Check(s) (based on value) is **18%**.

An In-depth Review was undertaken on the **Multi-Annual Rural Water Programme 2019 – 2021** listed under expenditure being incurred by the Council. The estimated lifetime value of this project is **€1,726,471.00** which represents approximately **0.3%** of the overall value of the Council's Capital Projects in the Inventory list for 2021. A second In-depth review examined the proposed **Cavan Railway Greenway Capital Project** listed under expenditure being incurred by the Council. The estimated lifetime project cost of this project is **€20 million** which represents approximately **2.9%** of the overall value of the Council's Capital Projects in the Inventory list for 2021.

The Rural Water Programme, through Exchequer funding, delivers improvements to private domestic water and wastewater services in areas of rural Ireland where there are no public (Irish Water) water/wastewater services. The objective is to provide enhanced funding certainty for priority investment needs to support the implementation of proper planning and sustainable development in rural areas.

Under the Multi Annual Rural Water Programme 2019-2021 grant assistance was made available through Local Authorities to the Group Water Schemes. The framework as circulated in Feb 2019 together with Circular L1/19 provided guidance on the criteria for the completion of Bids for this capital funding. In response a bids submission was made on 13<sup>th</sup> March 2019 by the Council on behalf of 27 Group Water Schemes with project works prioritised as advised. Circular L2/19 on 14<sup>th</sup> Oct 2019 provided confirmation of the national funding allocations to the various Schemes as approved by the Minister. As part of this **17** GWSs within County Cavan received a total allocation of **€1,686,471.00** towards 23 projects under 5 different measures. In addition to this on 27<sup>th</sup> August 2021 a further two schemes received funding allocations under Measure 1 amounting to **€40,000.00**. Overall, the Group Water Schemes within Cavan received a total allocation of **€ 1,726,471.00** under this programme.

Based on the review findings assurance could be primarily provided that the necessary criteria applicable to the programme was applied by the Local Authority. The Review Team was broadly satisfied that all completed works to date were certified by the Group Scheme's Technical Experts with the relevant supporting documentation provided to the Council. The financial / governance control procedures of the Local Authority provide

the necessary oversight of the funded projects. The inhouse technical engineers ensures recommendations for the project payments for completed works are clearly documented with the supporting Chief Executive Orders / approvals retained on files. Evidence of project expenditure and contractor's invoices were also available on the sample files examined. The corresponding recoupment funding claims were processed accordingly, and the related payment transactions / government debtor activities were appropriately accounted for in the Council's financial statements.

During the In-depth checks no major procedure issues were identified however the impact of COVID 19 was noticeable given the level of outstanding / incomplete projects with approved funding still awaiting drawdown. As at the 31<sup>st</sup> December 2021 there were 10 Group Water Schemes in Cavan with project works commenced / completed to the value of **€532,054.53**. The Council was advised by the Department in early 2022 on the most appropriate way to progress the completion of the remaining scheme projects. As part of this the relevant control measures were established with the completion of projects now closely monitored. Quarterly programme completion tracker stats inclusive of work commitment timeframes are submitted to the Department to ensure the overall objectives of the scheme will be met before December 2022. While this is the case it is important to highlight that it is ultimately the responsibility of the Group Water Schemes to ensure the timely progression and completion of their approved projects.

The Review Team advised that it is vital that all outstanding scheme projects continue to be vigorously monitored by the relevant stakeholders including Cavan County Council to ensure the commitment as outlined in the Programme Completion Tracker is fully achieved.

To maximise the opportunities for schemes to meet the water quality standards of the Drinking Water Regulations on a consistent long-term basis Cavan County Council in consultation with the Department must continue to encourage schemes to bring quickly executable, low cost works forward as much as possible in the programme

Cavan County Council must also continue to proactively advise, encourage and focus schemes, particularly smaller schemes, on what are their most sustainable long-term options which are either interconnect to Irish Water where this is the more appropriate solution or rationalise and/or amalgamate with other schemes or standalone where none of the other options are viable.

Based on the findings of this In-depth Review on the **Multi-Annual Rural Water Programme 2019-2021** Internal Audit is of the opinion is that Cavan County Council appears to be **Broadly (Substantially) compliant** with the relevant requirements of the Public Spending Code.

**Acknowledgment:** Internal Audit would like to thank all relevant staff for their assistance during the course of this review.