



**NOTIFICATION TO ATTEND MEETING OF THE FINANCE SPC
TO BE HELD BY REMOTE VIDEO CONFERENCE VIA - MICROSOFT TEAMS
ON THURSDAY 21 JANUARY 2021 AT 2.30 PM**

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AGENDA

THURSDAY 21 JANUARY 2021

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Finance Strategic Policy Committee

Minutes of Meeting Held 3rd November 2020

1. Draft Minutes of the Finance SPC meeting held on 17th September 2020

The draft minutes were agreed.

2. Matters arising

No items to note.

3. Correspondence

Correspondence was noted.

Cllr. Lacey queried whether there was any correspondence on the review of Local Property Tax and it was confirmed that no correspondence has been received.

A.Sweeney requested that consideration be given to a future agenda item for the committee's work programme on the rates recovery for 2021 and how the introduction of the rates alleviation scheme will impact for Budget 2022.

Agreed: This issue would be listed as an agenda item for 2021

4. Housing Rent Arrears – Update

M. Hayes and T. Robertson from Housing and Community Services attended the meeting to provide an update on the Housing Rent arrears position for Dublin City Council. It was noted that currently Dublin City Council has 24,800 tenancies with the average rent charge being €70.41 per week. The current rent arrears figures as at 3rd November is €36,825,700.

Arrears statistics were given showing the current status of tenancies and the percentage of those in arrears (59.99%) clear accounts (1.9%) or in credit (38.91%).

Analysis was provided showing the breakdown of the 60% of tenancies in arrears and the no of accounts in arrears broken down across various arrears bands ranging from €1-500 (representing 25.72% of arrears accounts) up to €27,000+ (representing 0.15% of arrears accounts).

The current arrears management measures were noted in the report, in summary:

- New lettings – tenants, where possible, must sign up to a direct debit/household budget option
- New tenants are required to pay two weeks in advance
- Tenants in arrears are not permitted to exit the household budget scheme
- Tenants are advised of debt solutions administered by insolvency services and MABS.
- Quarterly statements are issued to all tenants.
- No routine maintenance will be carried out on properties in arrears unless a repayment plan is being adhered to.

The impact of Covid 19 on arrears management measures were outlined as follows:

- House calls by the Executive Housing Officers were suspended in mid-March 2020 and recommenced in mid-September. These calls are currently on hold due

to Level 5 restrictions however, telephone calls and email engagement has continued throughout and formal correspondence under the arrears process has been maintained up to tenancy warning stage.

- Government moratorium on evictions for 6 months and a renewed measure currently in Level 5 until early December.
- No tenancy warnings issued as they are time bound and expire after one year.
- Serious arrears cases were prioritised for court hearings in November however they will likely be adjourned and rescheduled at some point in the future.

Other measures undertaken have been as follows:

- The introduction of the new application LAVA will allow access to full income details for an individual eliminating the need to apply assumed income figures in most cases thus providing a more accurate determination of the applicable rent charge.
- Establishment of a housing sub-committee earlier this year to make recommendations on new initiatives to tackle rent arrears and a report on will be brought to the Housing SPC committee.
- A pilot project is commencing with the Law Department to trial the seeking of judgement orders for RAS arrears cases and a dedicated RAS arrears EHO has been assigned.
- Transfer applications will be cancelled where an account is in arrears and further progress will be made to pause the transfer applications already in the system where the account is in arrears.
- Additional allocation of legal staff to expedite housing issues.
- A communications plan is being developed to publicise the importance of paying rent/consequences of accruing arrears/payment methods available/importance of returning household detail forms/availability of financial advice.
- Consideration of introducing an application for mobile devices which would facilitate payment of rent, check balances and notification of income changes.
- Introduction of a new version of the OHMS system which will join up all housing services under one overall monitoring system taking in housing rent, housing allocation and housing maintenance with the facility to issue text alerts when tenants fall behind with payments.

Following the presentation, the following issues were considered and/or commented on:

- Queries on whether net arrears will increase in year end 2021 versus 2020 and what measure can be taken in 2021 that will reduce net arrears at the end of 2021. It was noted by management that it is expected that arrears levels will be lower and it is anticipated that progress will be made through court sanctions being followed through for high level arrears cases.
- Shock at the level of arrears and that Dublin City Council must take responsibility for allowing this to happen.
- It was felt that there can be a strong link between rent arrears and anti-social behaviour and criminal activity by some tenants.
- When issuing tenancy warning or eviction notices, the whole picture of arrears and anti-social behaviour is taken into account. It was noted by the Housing SPC Chair that this issue will be looked at by the Public Housing Working Group.
- Concerns that due to the high level of arrears that the current measures will not sufficiently deal with the issue and that the introduction of real sanctions is the only means of dealing with this matter.

- Queries were raised on the impact on arrears of job losses due to the pandemic this year and it was noted by management that 66% of the principal earners in a household are in receipt of a social welfare payment so it would not be anticipated that there would be a significant impact.
- It was noted that under-declaration of household income is a significant cause of the arrears figures.
- Deduction at source from social welfare payments would require a change to primary legislation which is unlikely. However, Dublin City Council will engage with tenants to request them to sign up to a direct debit or household budget account.
- Target those with highest arrears and highest income for court cases.
- Members sought measurements on progress being made at the end of 2020 and 2021 either by percentages or numbers.
- Stronger legal powers should be sought by Dublin City Council but it was noted that the current new legislation needs to be tested.
- Management are seeking to get all accounts up to date and monitor them through LAVA in real time.
- Comparison with other local authorities were sought. It was noted that Dublin City Council is in the bottom quartile on rent collection.
- Asked that international examples are looked at on how to incentivise payment of arrears.

Agreed: It was agreed to circulate the Housing SPC Working Group report to members.

Agreed: It was further agreed that the Finance Department would work with the Housing Department to produce a metric of progress and targets on the arrear levels.

5. Crowdfunding – Update

A report was presented to members by K. Quinn on progress made to date with developing this crowdfunding initiative. This report highlighted the following:

- Potential Benefits from Crowdfunding
- Market Sounding Exercise
- Submissions received
- Establishment of a Review Team
- Meetings arranged
- Next Steps

The market sounding meetings were very informative to the members of the review team. It was felt that the crowdfunding initiatives must provide mentorship to communities, identify skills gaps to ensure a project does not fail and work to develop communication skills. A successful project will encourage others to identify projects for their areas. These market sounding meetings worked through the various elements for a successful project i.e. funding sources, governance of funding and prevention of hacking of crowdfunding sites. Linkages with staff and Councillors are very important in the overall initiatives. It was noted that now is a good time for crowdfunding as people are not spending previous disposable income due to the current public health restrictions.

The team are now going to work towards identifying the key components of a crowdfunding arrangement for Dublin City Council. This will be summarised in a document that can be issued to SPC members for comment. Following that, work will commence on a formal tender process. This would involve going back to the market for

expressions of interest in early 2021 with the intention that this exercise would be concluded by April/May 2021.

Following this report, members had a number of questions/comments as follows:

- K. Quinn talked through as an example of how a community orchard would be funded through crowdfunding through the identification of a project lead in the community, sourcing of community funding of at least 25% of the overall project cost and attracting business interests to get involved.
- It was recommended to the Team not to get involved in large scale projects.
- It was identified that crowdfunding projects benefit disadvantaged areas either through family ties/commitments and history with the area.
- A successful project in a community should encourage further projects/ideas to be identified.

Agreed: It was agreed that the summary document of priority issues for a DCC crowdfunding platform will be circulated to members for information purposes prior to the next Finance SPC meeting.

6. Restart Grant Plus – Update

A. Power presented an update to the members regarding the Restart Grant Plus. This report gave an overview on the following:

- Business Type and Grants payable
- Restart Grant Appeals and the deadline of 31st October
- Closing of the Restart Grant Plus on 31st October and the introduction of the new Covid Restrictions Support Scheme administered by the Revenue Commissioners.

Statistics on both the Restart Grant (RG) and Restart Grant Plus (RGP) were provided in tabular format showing a grant total of 5,496 RG and 7,589 RGP claims with corresponding grant values of €20.3m and €60.5m respectively. RG Appeals and Tops amounted to a value of €17.9m

At the conclusion of this update, the committee members wholeheartedly commended the Finance Department and the Restart Grant Team lead by Cian Coughlan on the tremendous work they have carried out over the life time of this grant application process.

Agreed: In seeking clarification on a query that was raised by Cllr. Lacey regarding the cost of procurement, it was agreed that Cllr. Lacey would provide further detail on his query and it could possibly be listed as a future agenda item for next year.

Agreed: It was recommended that this team of staff should be nominated for the Local Government Awards

7. Overview of Spending Leaflet – Motion in the name of Cllr. Alison Gilliland

Two infographic videos and a pdf poster were circulated to members in advance of the meeting.

Agreed: Following a lengthy discussion on this motion covering a comprehensive list of items that members sought to be include in this leaflet, it was agreed that K. Quinn will liaise with Cllr. Gilliland and the Chair to work through the desired information that Cllr. Gilliland would like this leaflet to capture and communicate to the public. It would then be presented in draft format at a future meeting.

8. Audit Committee – 8th July 2020

Noted

9. Draft Schedule of Finance SPC Meetings 2021

Revision to be made to March 18th 2021 meeting and recirculated to members.

10. AOB

A.Sweeney noted that EU funding opportunities are listed as a future work programme item and as a member of the International Affairs Working Group of the Enterprise SPC, he would welcome the Finance Department and Finance SPC feeding into EU EIB funding opportunities for the city into the future.

Agreed: It was agreed that the Chair will raise it at a future CPG meeting around both committees collaborating.

Professor C. McMullan commended the City Council on the hard work that has been carried out by everyone over recent months. She noted her appreciation.

Signed: Councillor Séamas McGrattan
Chairperson

Date: 3rd November 2020

Members Present

Cllr Séamas McGrattan (Chairperson)
Cllr. Daryl Barron
Cllr Mary Callaghan
Cllr Anthony Connaghan
Cllr. Daithí De Róiste
Cllr. Alison Gilliland
Cllr James Geoghegan
Cllr Dermot Lacey
Cllr. Paddy McCartan
Cllr. Noeleen Reilly
Cllr. Darcy Lonergan
Jack Daly, Docklands Business Forum
Tara Lillywhite-Torpey, Dublin Chamber of Commerce
Professor Caroline McMullan, DCU
Philip O'Callaghan, PPN
Aidan Sweeney, IBEC

Apologies

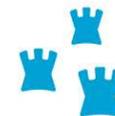
Cllr. Nial Ring
Eric Fleming, ICTU

Officials

Kathy Quinn, Head of Finance
Antoinette Power, Head of Financial Accounting
Mary Hayes, Executive Manager, Housing, Community & Emergency Services Dept.
Tara Robertson, Administrative Officer, Housing, Community & Emergency Services Dept.
Fiona Murphy, Senior Staff Officer, Finance Secretariat
Mary Curran, PA to Head of Finance, Finance Secretariat

Dublin City Development Plan - Introduction to the Review Process

Deirdre Scully,
Deputy City Planner



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

Requirements for Development Plans

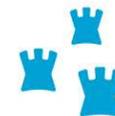
- The Planning Act specifies content of Development Plans (Sc. 10). The list in the section includes the core strategy, the zoning of land, provision of infrastructure, conservation, environmental protection, and culture amongst others.
- Planning Act also requires compliance/alignment within the Draft Plan with:
 - National Planning Framework (NPF)
 - Regional Spatial & Economic Strategy for the Region (RSES)
 - Transport Strategy for the Greater Dublin Area
 - SPPRs issued in Guidelines by the Minister
- Development Plan Guidelines issued by the Department of Housing, Planning & Local Government set out a range of content that Plans should address.



Context

What's different this time?

- Specific elements of the NPF, RSES and Ministerial Directions are now **required** to go in, such as the directions on height policy and to undertake a Housing Need Demand Assessment.
- Role of the Office of the Planning **Regulator**
- **Covid** challenges- Retail, city centre, culture; impact on public consultation and the process
- Possible future role of the **LDA**
- Need for greater emphasis on **Climate** Change actions



The Process

- The review process commenced on the 15th of December 2020.
- The making of the new City Development Plan will include 4 key stages:

1. Pre Draft (Consultation 15th Dec 2020 to 22nd Feb 2021)

2. Draft Plan & Submissions (consultation Nov 2021 – Feb 2022)

3. Material Amendments (consultation Aug 2022 - Sept 2022)

4. Adoption of the Plan (November 2022).

Please note all dates outlined are provisional at this stage and may need to be adjusted



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

1. **Pre- Draft Strategic Issues Consultation**

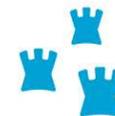
- 15th of Dec 2020 to 22nd of Feb 2021.
- Strategic Issue Paper (approx. 60 pages)
- Simplified Consultation Leaflet (NALA approved)
- Series of live webinars scheduled (5)
- Social and traditional media plans to draw attention
- CE Report on submissions due on 19th of April 2021, following which the Members have 10 weeks to give directions for the Plan

2. **Draft Plan.**

- CE Draft Plan presented to Cllrs 20th of Sept 2021 following which there are 8 weeks to make changes to finalise the Draft Plan.
- Draft Plan is placed on display 29th of Nov '21 – 18th of Feb 2022
- Detail of display and consultation to be decided in context of covid
- CE Report on submission presented on the 13th of May 2022.

3. **Amendments** go on display from 26th of Aug to the 23rd of Sept 2022

4. **New Plan** made by November 2022, and comes into force 6 weeks later.



Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

Please note that dates are provisional



Dublin City

Development Plan 2022-2028

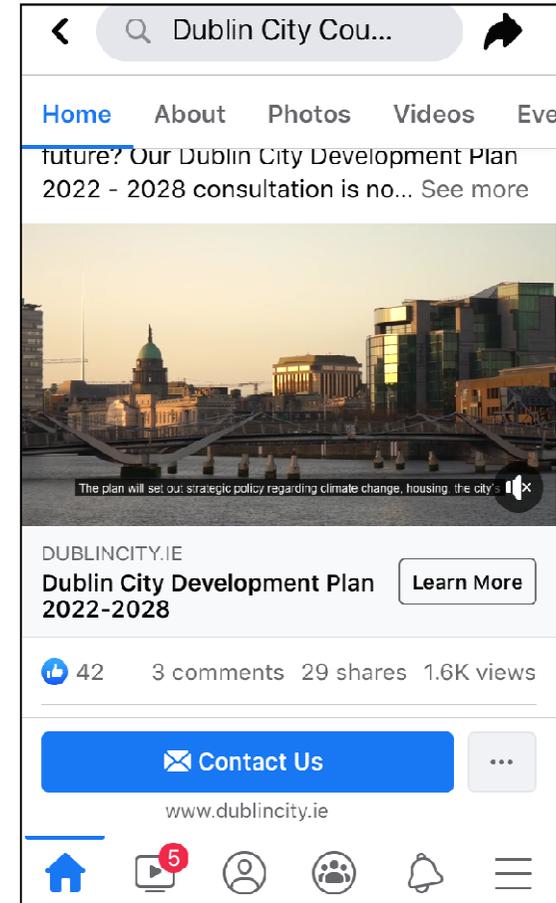
Public Consultation
(on the Pre-Draft Stage of the Plan)
Strategic Issues Paper

A summary of the Pre-Draft consultation issues

We need your help. Please send us your views on some or all of the 10 strategic issues (questions) in this document by Monday 22 February 2021 before 4.30pm

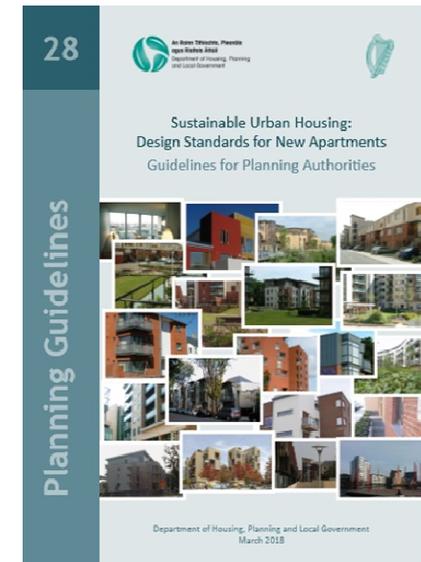
 Plain English
Approved by MALA

 Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council



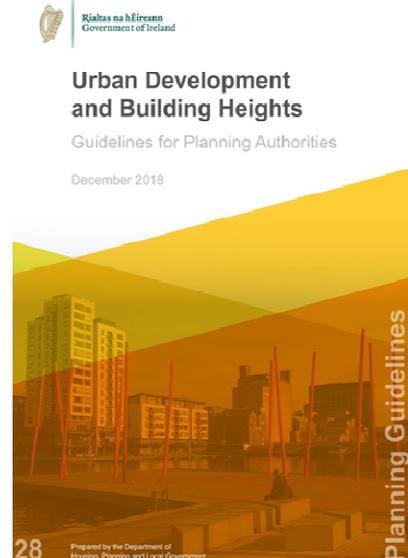
Headline Issues

- Climate Change
- Implementing NPF and RSES
- Balancing need for compact growth with need to protect amenities
- Delivering high quality mixed use new neighbourhoods in key growth areas and supporting urban villages
- Housing Supply – Social, Affordable, market provided.
- Regeneration of key Neighbourhoods
- Community & Culture- investment, growth



Headline Issues

- Height and densification and compliance with Section 28 Guidelines
- Protecting the world class heritage of the City
- Supporting and expanding green infrastructure and biodiversity in the City
- Employment and Retail
- Planning for a post covid environment
- Movement, Public realm and quality public spaces



Economic & Financial Perspective

Key Issues:

- Supporting retail, night time economy and other SMEs in the City particularly the City centre
- Providing for new office development in right locations
- Key role of FDI and of tourism for the City
- Intensification and clustering of employment lands as per RSES
- Need for quality housing, community facilities in growing neighbourhoods and regeneration areas
- Impact of Covid.
- Need for investment in new infrastructure to unlock key regeneration sites and working with other State Agencies to achieve this
 - Movement (public realm, key transport projects)
 - Social (schools, libraries, new community and cultural spaces)
 - Leisure (parks, sports facilities)
- Future URDF funding opportunities



www.dublincitydevelopmentplan.ie





Report to the Finance Strategic Policy Committee

Impact of online trading on physical trading

Introduction

The Finance SPC identified the issue of the impact of on-line trading on physical (bricks and mortar) trading.... “The Finance SPC will examine how changing retailing and digital trends might impact on Dublin City Council and consider policy recommendations that would secure the best outcome for Dublin City” as agreed in the Committee’s Work Programme. The trend in trade moving from physical (bricks and mortar) to digital (online) trading is of particular interest as it may have consequences for physical shop based trading and so as a result for Commercial Rates. *Dublin City Council services are funded by many income sources, with Commercial Rates accounting for just over one third of all funds*

The coronavirus pandemic has significantly changed many aspects of the economy including online and physical trading. This report is intended to provide a synopsis of trading trends thus far based on available information.

Mary MacSweeney, Senior Executive Officer, and Juliet Passmore, Economist, of Dublin City Council’s Economic Development Office, have provided the data sets, graphs etc. as referenced and included in this report.

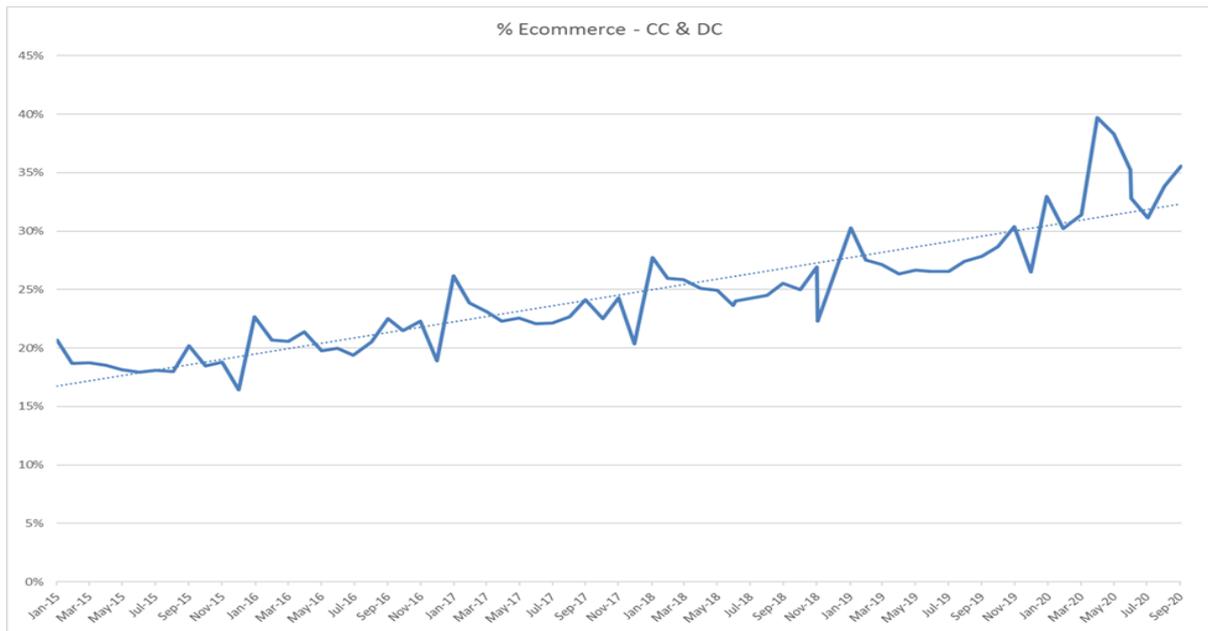
Central Bank Credit & Debit Card Spend Data

The Central Bank compiles data on credit and debit card spend on a monthly basis. This includes spend at point of sale (POS), ATM withdrawals, and use of credit cards on-line (eComm). In 2019 the total value of eComm was estimated to be €20.5bn in comparison to the GDP measure of total consumer spend of €109bn or around 19%, i.e. the proportion of consumer spending (as measured by GDP) that is online spending (as reported by the Central Bank).

For quarters 1 to 3 of 2020, that proportion of eComm to total consumer spend (GDP) is around 24%.

The Central Bank data indicates that since January 2015, there has been an upward trend in the proportion of all card spending transacted as eComm. In 2015 eComm averaged 19% of all card spending, while in 2019 eComm it averaged 28%. From January to October 2020, the average eComm proportion of all spending on cards is 34%. This includes a high of 40% in April 2020 and a return to pre pandemic levels in July and August of 33% and 31%, when trading restrictions eased and shops reopened.

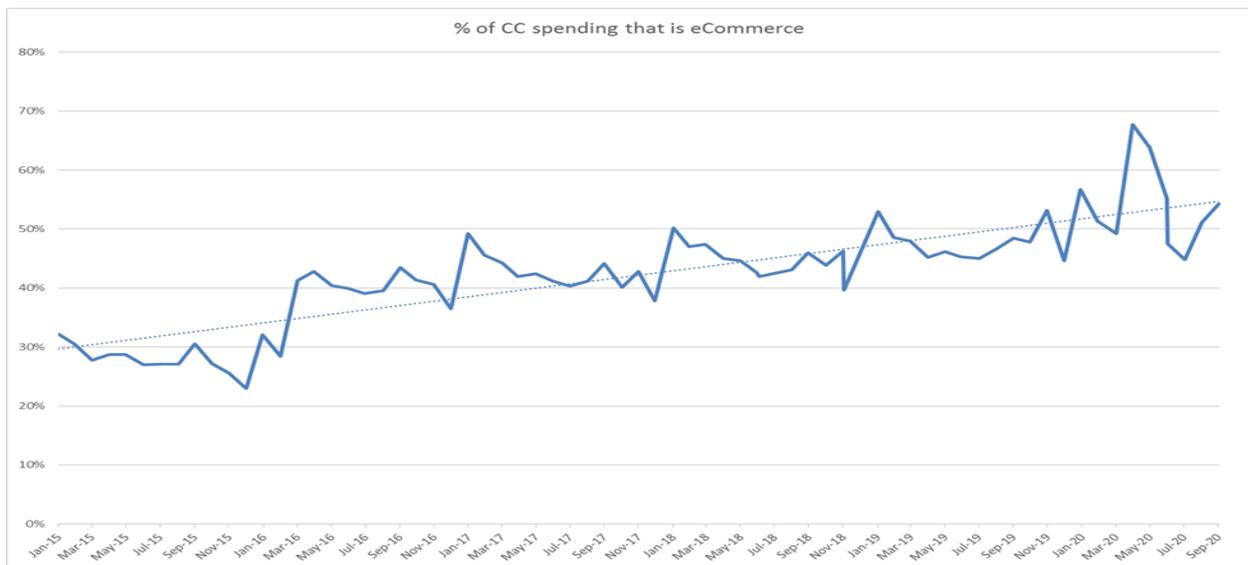
Graph 1 - % eComm chart, below, illustrates this upward trend over the period 2015 to date



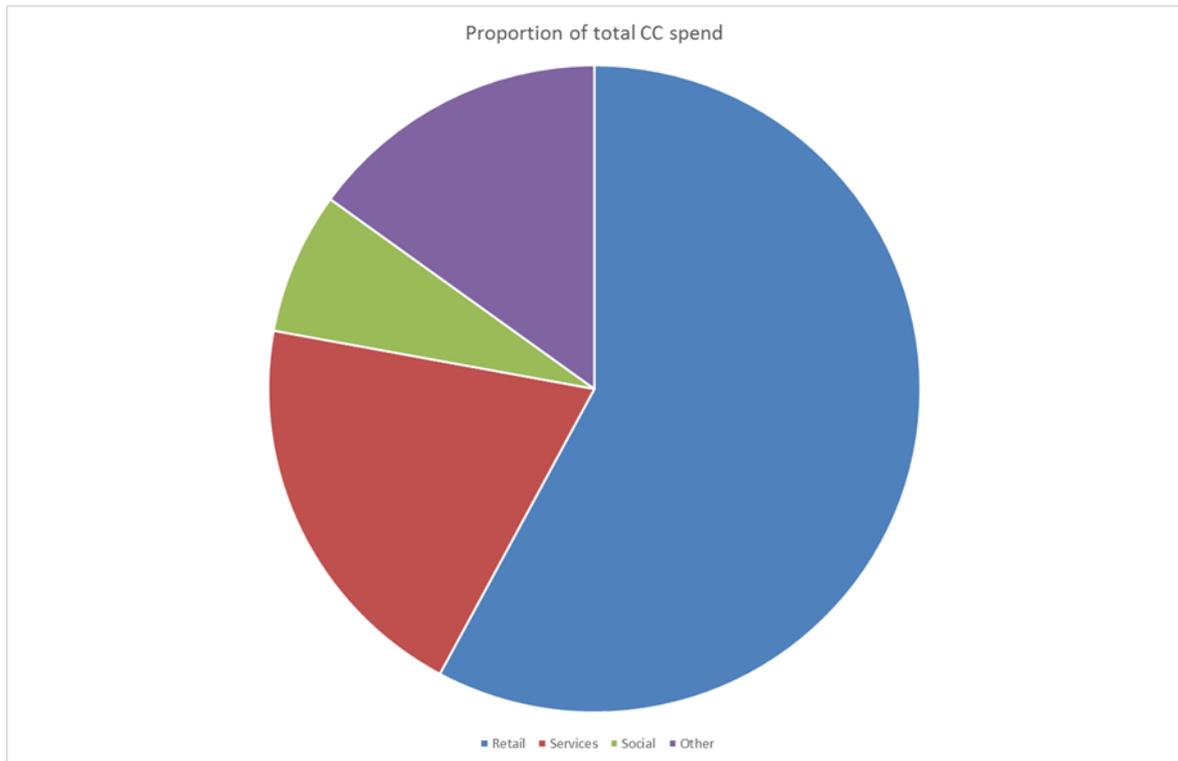
Graph 1

In looking solely at credit card spend that can be described as eComm, **Graph 2** - % of CC spending that is e-Commerce, see below, illustrates the rising trend from 31% in January 2015 to 54% in October 2020. The highest value is recorded for May 2020 at 64% while the value for August reduced to 45%.

Graph 2



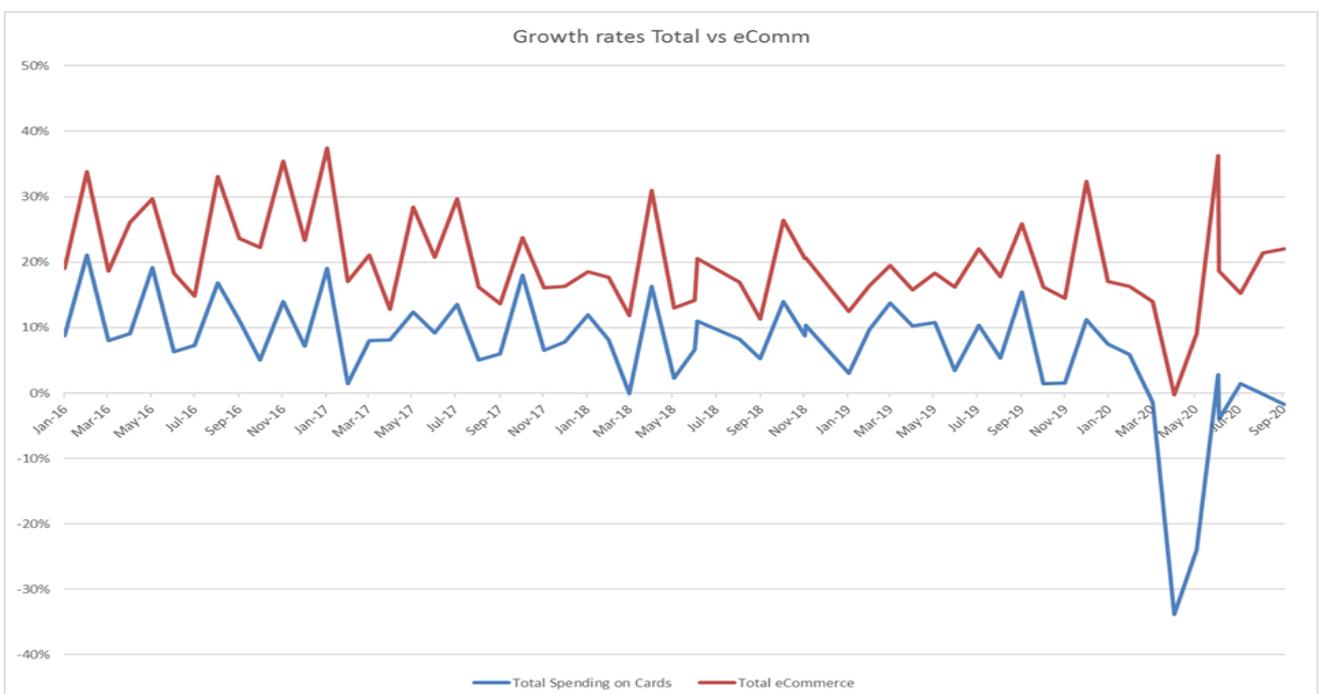
Graph 3 - proportion of total CC spend, demonstrates that the retail sector is most exposed to changes in on-line trading trends. See below.



Graph 3

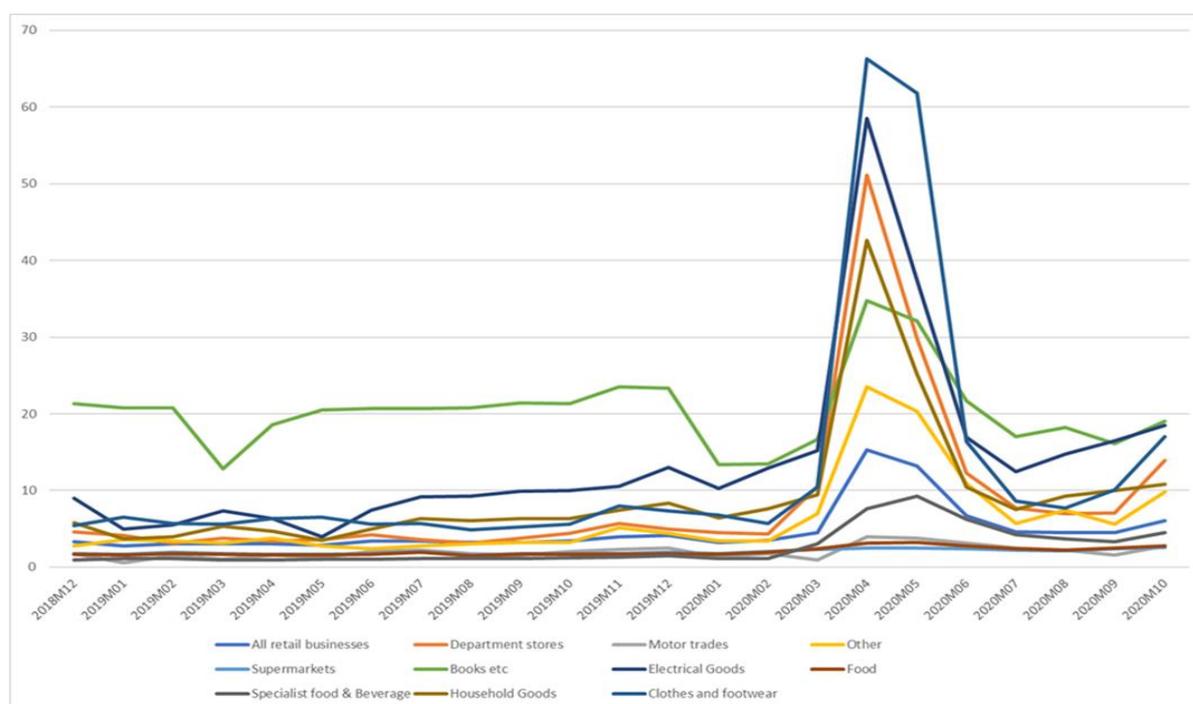
Graph 4 - shows the pattern of growth rates between total spending on Cards and eComm. This shows a more severe dip on total spending on cards than for eComm over the period March to July 2020, reflecting the trading restrictions for bricks and mortar outlets in that period. See below.

Graph 4



Graph 5 - Summary CSO Chart gives details on the proportion of turnover generated on-line by all Irish retail businesses per month, based on the various retail sectors, as described below. The graph points to a sharp increase in on-line sales over the first lockdown between March and May 2020 with a subsequent reduction to levels comparable to activity prior to the pandemic.

Graph 5



CBRE Outlook 2021

CBRE issued its annual Ireland’s Outlook report for 2021 on 12th January. The report takes a wide view across the property landscape. The analysis of the retail environment is of particular interest. The CBRE report notes:

- The severe disruption to trade since the onset of Covid-19 highlighted structural trends that were already evident in the retail sector and exposed fundamental weaknesses in the traditional retail business model.
- Typical leasing arrangements are now likely to be more aligned to tenants’ ability to pay and their turnover, which is the norm in Europe.
- Shorter lease lengths are likely to be sought and granted, with greater flexibility built into typical retail leases.
- The significant restructuring that has characterised the 2020 retail market is likely to continue in 2021, meaning there is now in a tenant’s market. Increased vacancy rates saw rental declines in 2020.
- A thinner pool of occupiers seeking to secure stores coupled with greater availability and flexibility means that rental values will have to rebase to new (lower) levels to prove attractive to retailers. The magnitude of rental decline in the Irish market is likely to be more aligned to rental falls experienced in mainland Europe as opposed to the very dramatic declines already witnessed and anticipated in the UK.

- A resurgence in activity in the retail sector will occur in 2021 (H2), but this will not be a 'return to normal'. Rather, the retail landscape will look considerably different from this point forward.

Conclusions

The data sets referenced above point to

- An increasing trend in the value of trade moving from physical trading or non eComm to online trading or eComm
- This trend spiked at the period of the first lockdown i.e. March to May 2020
- Following the easing of restrictions and the reopening of retail, the value of online /eComm spend reduced with a corresponding increase in physical/non eComm spend
- Retail is most impacted by changes in online/physical trading patterns above other sectors
- 2021 will not bring about a return to the previous 'normal' retail trading conditions.

Issues for further consideration

The focus of this report has been on retailing activity. There are other variables relevant to understanding the impact of online trading on physical trading. The numbers of retail outlets continuing to trade physically is a relevant indicator. The levels of liquidations / receiverships is also of interest. In addition, because of the pandemic, footfall has sharply reduced in Dublin City centre, specifically through staff from offices based in the City centre, now working remotely. The degree to which office staff return to office accommodation will influence for trading for some businesses.

It may be useful for the SPC to consider the issues below, in seeking to establish the consequences for physical retailing and Commercial Rates, for further analysis.

- Changes in the quantum of retail outlets operating physically only, online only, combined physical and online
- Changes in the quantum of office units occupied
- Changes in the working pattern of office workers from mostly office based to remote
- Changes in the demand for rateable space falling from the above and resultant impact on total commercial rates liability

Kathy Quinn
Head of Finance
With responsibility for ICT

12th January 2021



Report to the Finance Strategic Policy Committee

Apprenticeship Programme Dublin City Council

Overview

Dublin City Council has a very successful and active Apprenticeship Programme with 26 apprenticeships, at various stages of completion, across the following disciplines:

- I. Brick & Stone laying
- II. Carpentry
- III. Electrical
- IV. Plumbing.

Apprentices are placed in our Housing and Community and Environment and Transport Services. All of the above apprenticeship programmes are run in association with SOLAS.

The appointment of a further three Apprentices in Carpentry and Plumbing is in progress. The City Council will be recruiting additional Apprentices in 2021.

Background

In 2018, the Human Resources Department ran an open recruitment campaign for Junior Apprentices for the following four trades: Brick & Stone laying, Carpentry, and Electrical & Plumbing. As a result Junior Apprentices were recruited in 2018 and 2019 and appointed to the following Departments:

- Housing Maintenance Section, Housing & Community Services is overseeing 18 Apprentices undertaking Carpentry & Plumbing Apprenticeships;
- Road Maintenance & Electrical Services Section, Environment & Transportation Department are overseeing 8 Apprentices undertaking Brick & Stone laying & Electrical Apprenticeships

Apprenticeships are for four years and over the course of the programme apprentices engage in active period of study and work development. The role of mentors, skilled DCC crafts people, with respect to providing assistance, oversight and mentoring to apprentices is to a large part determined by the stage the apprenticeship trainee is at. This requirement, as well as the availability of appropriate work and learning opportunities, places a natural ceiling on the number and type of apprentices that the City Council can take on at any given time

Expanding the Programme

DCC has recently concluded a recruitment process for new apprenticeships through the Technological University Dublin's Access to Apprenticeship Programme.

Separately the City Council has participated in the Technological University Dublin's Access to Apprenticeship Programme since 2018. This Programme aims to assist young people aged 16-24 years who may be at risk of social or economic disadvantage and who might be considering starting an apprenticeship. The City Council has successfully facilitated 8 programme participants and has also offered a number of 3 month trade internships to people who have completed the programme, with some progressing to full apprenticeships.

Based on available resources (Training and Budget) Dublin City Council intends to recruit additional apprentices in the areas of Carpentry and Plumbing and is currently exploring ways of expanding the programme in a manageable and sustainable way.

Budget Requirements

Based on current wages and associated costs the funding of an apprentice role is circa €95,000 over the course of their four year programme.

Note:

As part of the 2020 July Job Stimulus Programme, the Government announced an Apprenticeship Incentive Scheme. This incentive scheme allows eligible employers, who register new apprentices between 1st March 2020 and 31st December 2020, to apply for a €3,000 incentive per apprentice.

Dublin City Council may be eligible to avail of the Apprenticeship Incentive Scheme.

Brendan Hayden
A/Executive Manager
Human Resources Department

14th January 2021



Report to the Finance Strategic Policy Committee

Outcome of Civic Crowdfunding Market Soundings Exercise

Background

Report No 14/2020 to the Finance Strategic Policy Committee's meeting held on 3rd November outlined market soundings exercise with regard to timeframe, objectives and market engagement. Meetings held with to discuss each expression of interest made concluded on 2nd November. While a verbal update was provided to the meeting, the report noted that a summary of the learnings and insights gained from the market soundings exercise would be circulated to the SPC members.

Market Soundings process

Four submissions were made to the issue of a civic crowdfunding market soundings call. Each submission was considered by the evaluation team and subsequently further discussed at separate meetings with each organisation / company. DCC will issue the learnings gained through this process in developing civic crowdfunding tender documents.

Key Insights Gained

The meetings held typically lasted between 45 mins to 1 hr. All meetings were attended i.e. none were cancelled. The DCC team consider that the meetings were highly beneficial, allowing DCC to gain an understanding of the various civic crowdfunding approaches. The willingness of each of the participants to share their experiences and knowledge with DCC was very welcome and appreciated.

Mentorship of Project Creators / Developers

Varying terminology was used for by the participants, however a project creator or project developer is a commonly used description for the person initiating a project. This role is central to the success of projects, being the focal point for volunteers and donors. Supports and guidance for this role give a return that builds confidence. There are distinct knowledge and skills that will assist this role and successful appropriate mentorship is seen as crucial to a successful civic crowdfunding implementation.

Community Capacity

A key output of successful civic crowdfunding is the strengthening of community capacity arising from the experiences gained through the project implementation. The benefits to confidence of the specific individuals involved, their families and local people observing the transition is notable. The lessons learned by one community can transfer to others, thereby increasing community confidence and building connections. Building community capacity as part of the civic crowdfunding process is a key outcome for DCC.

Financial Governance

Civic crowdfunding opportunities allows donors to make contributions to community based projects of their choice. It is essential that monies held be fully accounted for. Also personal information, financial or otherwise, must be held in strict arrangements in full compliance with all regulations. Civic crowdfunding relies on the trust that donors and the local authority place in a process which protects the interests of all. Ensuring that any potential civic crowdfunding arrangements operate to the highest governance standards is an absolute requirement for DCC.

Connections to Elected Members and staff

It is important that a civic crowdfunding scheme is not seen as separate to or anyway removed from both the elected members of DCC and staff. All stakeholders – elected members, staff, project creators, donors, local residents and businesses, have a vested interest in the communities in which we live and work. There is a distinct value to taking measures to ensure that there are effective connections between civic crowdfunding projects and DCC elected members and staff. This is seen as a core outcome for the process.

Costs

There are a number of cost elements in respect of procuring a civic crowdfunding solution. The first is there may be a charge calculated on a percentage of funds raised. In some instances this may be limited to funds raised for successful projects. Another cost element is a charge for the mentorship / support provided. The value of the charge is generally related to the depth of support to be provided. A further cost element is a charge for workshops that may be held to support the community learning process.

Conclusion

In summary, Dublin City Council considers the following elements important for a Dublin City Council crowdfunding platform to be successful:

- the engagement model, spanning mentoring, workshops etc.,
- governance, across finance, data held etc.,
- project related communications, including validation, funding, obligations etc.,
- costs, involving the costs of specific services provided and the cost model of the platform.

Kathy Quinn

Head of Finance

With responsibility for ICT

12th January 2021



Report to the Finance Strategic Policy Committee

Information on DCC Funding and Spend

Introduction

Report 17/2020 regarding the presentation and communication of information on DCC expenditure was presented to the meeting of the Finance Strategic Policy Committee held on 26th November 2020. It was agreed at that meeting that focus should be given to DCC funding, along with DCC service spend. Since then, staff in the Finance Department and the Web and Social media team have worked to put together the video clips referenced below.

Video Clips to Consider

There are 3 video clips developed for consideration by the SPC members. Feedback from the committee is sought to inform further development. The clips are:

- City Services 2021 – How are they paid for?
- Commercial Rates – Who pays what?
- Government Grants

Link to video clips: <https://dublincity.sharefile.eu/d-s00799a4267544fd9a7e01cf03df4806c>

City Services 2021

This clip seeks to answer the question of how are DCC day-to-day services funded. The value of services in 2021 is shown and the extent of services is described through numbers of services and locations. The viewer is then informed of the three key funding sources – commercial rates, government grants and fees for services. The proportion of services funded by local property tax is detailed. The clip goes on to illustrate that housing services account for the greatest expenditure. Information is given on how City Councillors set the budget annually.

Commercial Rates

This clip gives focus to the funding of DCC services provided by the business community. The total value of DCC services in 2021 is shown alongside the proportion of services funded by local businesses. The clip then illustrates the range in value of rates paid by businesses and the proportion of businesses paying either low or high value rates. The viewer is informed of the average rates liability, the total rates value that will be billed in 2021 and that Rates fund day-to-day services but not capital projects.

Government Grants

This clip gives attention to the funding of DCC services by Government Grants. The cost of DCC day to day services is provided along with the proportion of all funding represented by grants and the value of grants due to be received in 2021. The viewer is informed that grants are for specific services only. The clip gives details of the value of grants across DCC departments, the value of the key housing grants, as the department receiving the largest value of grants and other grants.

Kathy Quinn

Head of Finance

With responsibility for ICT

14th January 2021

Dublin City Council Audit Committee

Minutes of Meeting held on 17th September, 2020 at 9.00 a.m., via MS Teams

Attendance:

Members

Ms. Louise Ryan, Trinity College Dublin, Chairperson (LR) (Chair)
Mr. Johnny McElhinney, Docklands Business Forum (JMCE)
Mr. Nathy Walsh, Institute of Public Administration (NW)
Professor Diarmuid Hegarty, Dublin Chamber (DH)
Councillor Nial Ring (Cllr. NR)
Councillor Naoise O Muiri (Cllr. NOM)

Officials:

Mr. Owen Keegan, Chief Executive (CE)
Ms. Kathy Quinn, Head of Finance (KQ)
Ms. Theresa Lannon, Acting Head of Internal Audit (TL)
Ms. Martina Mc Loughlin, Acting Administrative Officer, Internal Audit

Attendees from Environment & Transportation Dept. - in relation to Item 3 on the agenda:

Ms. Celine Reilly, Executive Manager, Environment & Transportation Dept. (CR)
Ms. Sabrina Dekker, Climate Action Co-Ordinator, Environment & Transportation Dept. (SD)

External Attendee – in relation to Item 4: R07-19, Environment and Transportation Department – Intelligent Transport Systems (ITS) Division - Software Asset Management Review

Mr. David Kinsella, Deloitte

At the start of the meeting, the Chair enquired as to the situation in relation to a Councillor being co-opted to the AC, to replace Cllr. Mary Fitzpatrick. KQ informed her that there was no nomination yet and that the matter has been deferred to the October Council meeting.

1. Minutes of Audit Committee meeting held on 8th July, 2020.

The minutes were agreed.

A report was submitted to the Members on the Update of Actions from the AC meeting held on 8th July last.

Appendix A:

- **Action 1:** The CE gave an update in relation to the Housing & Community Services (H&CS) Department coming under the remit of the Corporate Project Support Office (CPSO). He stated that there are steering groups for Housing Capital projects in place, which are subject to the guidelines from the Department of Housing, Planning & Local Government, which covers housing projects. Such groups, now operating, involve the NDFA and the CE considers that these structures provide a good governance framework. He has discussed the matter with the Deputy CE for H&CS and they both agree that it would be duplication to also be under the remit of the CPSO.

The AC accepted this update. The CE left the meeting at this point.

- **Action 2:** Completed
- **Action 3:** The Administrative Officer, Rents Section submitted a written update to the Members on Housing Rent Arrears.
The Committee stated that strong and early intervention was important and requested regular updates. They re-iterated their concerns in relation to the high level of arrears and raised the issue of accessing income at source from social welfare payments. KQ advised that DCC don't have the legal powers to do this, and that legislation to enable this has not yet been enacted. The Members requested that Housing attend the meeting in December to give a further update.
- **Action 4:** It is proposed to bring a report on this item to the December meeting (Fixed Assets Register)
- **Action 5:** TL informed the Members that the outstanding recommendations in relation to the Joinery Workshop are being examined under the Review of Recommendations audit and she will report back to the Committee on completion
- **Action 6:** Completed
- **Action 7:** Internal Audit will carry out a random spot check on parking permit applications in areas of high demand and those with a mix of commercial and residential use in March 2021.

Appendix B:

- **Action 6:** To be dealt with under Item 3 on the agenda for this meeting

Action 1: The Committee requested that Housing Management attend the December meeting and give an update on the issue of rent arrears.

2. Standing Item on the agenda – Any Conflict of Interest of A.C. Members

No conflict of interest was declared.

3. Action Items from Previous Meeting:

Céline Reilly, Executive Manager, Environment & Transportation Department, will give a talk on Climate Change

CR introduced the talk on climate change and told the Members that DCC were the first Local Authority to adopt the Climate Change Plan. SD gave a presentation to the Members including the Climate Change Action Plan themes and targets, engagement strategy, ongoing projects, funding and awards and details of the regional offices put in place to support local authorities.

The Members asked some questions, including in relation to the District Heating initiative. CR clarified that this is heating being generated from the Waste to Energy plant. The Members asked what stage it's at and CR said she would come back to the Members with this information.

Action 2: CR to report back to the AC on the progress of the District Heating initiative

4. Audit Reports:

R07-19: Environment and Transportation Department – Intelligent Transport Systems (ITS) Division - Software Asset Management Review

DK, Deloitte, gave an overview of the Report.

Two main issues were identified, i.e. the formal process that applies to Central Information Systems Department in DCC doesn't apply to ITS in the Environment & Transportation Department and there is no inventory listing of software or review of same for ITS.

DK advised that the recommendations were accepted by Management, with a target date for implementation of the summer of 2020. The Committee queried the consequences of the audit findings and DK advised that they pose both financial and security risks.

TL will update the Members on progress of recommendations.

The Committee also referenced the slow Management response. TL advised that there was a six-week delay. The Members recommended that Departments should submit their Management Response to Internal Audit within two weeks of request for same.

Action 3: The AC agreed to communicate to the CE that Departments under audit should submit a Management Response to Internal Audit within two weeks of request for same, the current response time being unacceptable.

Action 4: TL to report back to the Members on progress of implementation of Recommendations in relation to Software Asset Management Review

R08-19: Review of Security Systems in place for Artwork at the Hugh Lane Gallery

TL gave an overview of the Report.

The Report highlighted some areas where improvements could be made and these were accepted by Management.

The AC noted the Satisfactory finding.

R09-19: Review of Communication Processes for Regulatory and Important Information within Dublin City Council

TL gave an overview of the Report.

She also advised that a Media Manager was appointed since the audit, and is tasked with the implementation of the recommendations. The Members queried if there was a definition of the term "regulatory information". KQ advised that DCC need to agree this definition, and maybe this will happen as a result of this audit.

The AC noted the Satisfactory finding.

5. NOAC reports:

Report No. 24, Local Authority Satisfaction Survey 2020

Report No. 25, Infographic Report 2018 - 2020

The Committee complimented DCC on the great work it does and commented that Reports don't always reflect this and that perhaps as an Organisation we should promote ourselves more. They noted the limitations of these types of reports and the difficulty of comparing different Local Authorities of varying sizes and services.

6. Training/familiarisation sessions required by AC Members

LR asked the Members to let her or KQ know if there was any training they felt would be beneficial.

7. A.O.B

DH apologised for his absence at previous meetings.

The meeting concluded at 10.20am.

A handwritten signature in black ink that reads "Louise Ryan". The signature is written in a cursive style and is placed on a light grey rectangular background.

10/12/2020

Louise Ryan, Chairperson

Date: _____

Appendix A

Action 1: The Committee requested that Housing Management attend the December meeting and give an update on the issue of rent arrears

Action 2: CR to report back to the AC on the progress of the District Heating initiative

Action 3: The AC agreed to communicate to the CE that Departments under audit should submit a Management Response to Internal Audit within two weeks of request for same, the current response time being unacceptable.

Action 4: TL to report back to the Members on progress of implementation of recommendations in relation to Software Asset Management Review

Appendix B

Actions agreed at the Audit Committee meeting of 8th July, 2020

Action 4: The AC to review the work done on the Fixed Assets Register, following consideration of the PLGA's report for 2019

Action 5: Review of output from the Joinery Workshop after one year and a new audit to be carried out for comparison purposes

Action 7: Sample/spot check of parking permits issued in high-demand areas to be undertaken

Finance Strategic Policy Committee

Schedule of Meetings For 2021

DATE	LOCATION	TIME
Thursday 21 st January	TBC	2.30 pm
Thursday 25 th March	TBC	2.30 pm
Thursday 20 th May	TBC	2.30pm
Thursday 16 th September	Council Chamber	2.30pm
Thursday 18 th November	Council Chamber	2.30 pm

Meetings will take place on 3rd Thursday of the month except for the March 2021 meeting which is the 4th Thursday.

