

Peer Review - Mandatory Review Stage Two Report

Selection of the appropriate Business System Option plus a check on the adequacy of detailed plans and associated Management Infrastructure.

(To be completed before any procurement is undertaken).

Project Title: ICT establishment of Garda Siochána Ombudsman Commission [IT Infrastructure]

Project Sponsor: Garda Siochána Ombudsman Commission

Sponsor Contact: Tom Maguire

Project Team: John Murphy Seamus Crowe
Sean O hAilpin Robert Butler

Guide to completing Report:

This report should be completed in electronic form only. All questions should be answered by the review team by providing a tick in the appropriate box and by outlining the review team's comments in relation to a particular question directly below that question. While it is not necessary for the review team to qualify all of their responses a high degree of qualification is generally expected.

For some questions, no answer boxes will be provided. In such instances the comments of the review team are essential. The review team is also asked to include its **General Comments** and **Overall Findings** in the spaces provided at the end of the report.

1. Planning and Scheduling

1.1. Does the review team consider the project plan to be realistic and achievable?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.2. Does the review team believe that there has been an adequate level of project team involvement in the project plan and schedule?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.3. Does the review team believe that there has been an adequate level of stakeholder involvement in the project plan and schedule?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.4. Are the review team satisfied with the adequacy and coherence of the project plans in terms of the stage 1 review statements?

Yes	No	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The issues raised in the Phase One Report in relation to key staff resources and permanent headquarter accommodation for GSOC are still relevant.

1.5. Are the review team satisfied with the project timescale?

Yes	No	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Given the Peer Review Team's comment at 1.4 there may be slippage.

1.6. Does the review team consider the project timescale to be too long to plan at an acceptable level of accuracy?

Yes	No	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

1.7. Does the review team believe that the sponsoring organisation can have some level of confidence in the overall project estimate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(The opinion of the review team on the likely level of certainty should be recorded here)

The high level project timescale as outlined by the successful tenderer is detailed and addresses all the requirements. However, there are dependencies regarding GSOC staffing and timely access to new headquarters building.

1.8. Are the review team satisfied with the granularity of the planning milestones and whether this granularity is in line with the expected level of volatility for the project?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.9. Are the review team satisfied that the project plan contains realistic and achievable deadlines with sufficient completion times?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.10. Is there any evidence in the project plan of excessive schedule pressure being applied or unrealistic timeframes being adopted?

Yes	No	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

However, there are dependencies regarding GSOC staffing and timely access to new headquarters building, which may effect the timeframe.

2. Project Management

2.1. Is the review team satisfied that all the critical paths have been identified for:

Decision making?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Populating data?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Building the required infrastructure?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.2. Does the review team believe that all the priorities have been identified for each of these areas?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.3. Is the review team satisfied with the approach being taken to benefits realisation and to checking that they have been achieved?

Yes	No	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

2.4. Is the review team satisfied that the proposed decision structure for a request for change/variation is adequate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.5. Is the review team satisfied that the arrangements are in place to ensure strong and responsive project tracking and problem reporting?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Peer Review Team feel that this is subject to the GSOC having the appropriate staffing (either internal or resourced externally) in place to manage the project. The Review Team is aware that the GSOC currently has appropriate external resources working on the project.

3. Solution Options

3.1. Have all solution options been fully considered?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2. Does the review team consider the solution proposed to be the clear **best option** ?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.3. Does the solution being proposed cover:

All the business requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

All the technical requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

All the implementation requirements?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Cost Control

4.1. Does the review team consider the scheduling and costs estimating in the project plan to be in line with industry/public service norms?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.2. Does the review team consider the forecasted project costs to be realistic?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Based on costs outlined to date, the costs are realistic. However, as in all projects, the costs should be closely monitored by the Project Board.

5. Risk Management

5.1. Have the risks for each of the options identified been evaluated?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.2. Have the risks for the preferred option been fully assessed?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.3. Have the 'worst case' implications associated with these risks been assessed?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.4. Are the costs and time implications of managing the risks included in the cost and time estimate?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.5. Does the review team believe that the project should be broken down into a series of smaller more manageable components to reduce risk?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The project as defined has a number of separate components.

5.6. Does the review team believe that all the major risks have been identified, understood, financially evaluated and considered in determining the procurement strategy?

Yes	No	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.7. Have all the issues raised in the previous review stage been satisfactorily resolved?

Yes

No

N/A

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GSOC have still to recruit appropriate staff.

6. Procurement Strategy

6.1. Is the review team satisfied that the business needs are clearly understood by the organisation and are likely to be understood by suppliers?

Yes

No

N/A

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6.2. Is the review team satisfied that the project outputs/outcomes are accurately reflected in the requirement specification?

Yes

No

N/A

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6.3. Is the approach being proposed in compliance with all national and EU procurement rules?

Yes

No

N/A

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6.4. Is the review team satisfied that all options for the procurement route and the proposed procurement procedure have been fully evaluated?

Yes

No

N/A

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6.5. Is the evaluation strategy properly explained in the RFT and compliant with all national and EU/WTO procurement rules?

Yes

No

N/A

☒☐☐

7. Readiness for next stage

7.1. Is the review team satisfied that all the mechanisms and processes are in place to proceed to the next stage?

Yes

No

N/A

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(Review teams comments required here)

The Peer Review Team is aware that the GSOC currently has appropriate external resources working on the project. However, it is important that GSOC will have the appropriate staffing (either internal or resourced externally) in place to manage the project.

7.2. Is the review team satisfied that the organisation has drawn up its cost forecasts, project plan and project schedule at a sufficient level of detail to engender confidence?

Yes

No

N/A

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(Review teams comments required here)

The high level project timescale as outlined by the successful tenderer is detailed and addresses all the requirements.

7.3. What is the opinion of the review team on piloting or prototyping aspects of the project before a major implementation is attempted?

(Review teams comments required here only)

This approach is not appropriate to this type of project.

General comments of Peer Review Team: