

## MONITORING FRAMEWORK – ACTION PLAN

### MANAGEMENT ACTIONS

Monitoring progress on management actions in relation to the Standard Delivery Plan will take place through the Council's Service Performance Plan mechanism.

<b>Key Action</b>	<b>Performance Indicator</b>	<b>Timescale</b>
Prepare and implement a survey methodology to address key information gaps in the Council's stock database.	Production of survey results	April 2006
Incorporate a SHQS / SDP module as part of the design and commissioning of an Integrated Housing Management Information System.	Production of module	April 2006
Prepare detailed costed investment proposals to ensure the high rise flats meet and are maintained at the SHQS.	1) Production of costed proposals 2) Progression of works	April 2006
Finalise the Council's draft Energy Strategy to help address SHQS requirements.	Production of strategy document	December 2005
Further develop the Council's outline Fuel Poverty Strategy by assessing the extent, nature and distribution of fuel poverty in the Council area.	Completion of review	December 2005
Develop policies and procedures which will facilitate owner occupier participation in common works.	1) Production of policies and procedures 2) Greater involvement of owner occupiers in contracts	December 2005
Explore the most effective mechanism for assessing the capacity of the local construction sector for meeting SHQS investment needs	Agree the most effective mechanism	2006/07

Develop plans for future procurement of works to ensure the Council's stock meets and is maintained at the SHQS.	Implement agreed plans	2006 - 2008
Build on initial consultation exercise with tenants as part of the development of the Council's Tenant Participation Strategy to allow tenants to be more fully involved in the housing investment and Standard Delivery Plan process.	1) Tenant Participation Strategy completed  2) Tenants more fully involved in housing investment process	April 2006

## **INVESTMENT ACTIONS**

Progress towards the Scottish Housing Quality Standard will be monitored through the production of annual SDP updates and returns to Communities Scotland. A range of established mechanisms exist to ensure housing investment projects progress in accordance with agreed programmes and budgets.

- Corporate Capital Programme Monitoring and Review Working Group
- Quarterly Investment Reports to Policy & Resources Committee
- Quarterly HRA revenue budget reports to Policy & Resources Committee
- Project liaison arrangements between Housing, Finance and Development Services
- Senior management meetings between Housing and Development Services
- Budget monitoring liaison arrangements with Housing, Finance, Corporate & Commercial Services and Development Services