

1.	MAINTENANCE	COMMENT
a.	Continue gas boiler replacement programme.	Only a small programme as most are done.1 boiler, 1 extend a 'Part' system to 'Full'.
b.	Implement maintenance programmes for the year	Ongoing
c.	Continue activity towards EESSH targets / hard to heat / hard to treat properties	Unable to progress fully yet due to governance/FOISA/DPO work. Will continue in due course. Some energy conservation work done.
d.	Continue and complete Main Site smoke detector programme	Lack of access has affected this programme.
2.	FUTURE DEVELOPMENT	
a.	To continue to play a part in the Edinburgh wide discussions about affordable housing and development.	Ongoing. We were part of an Archie presentation to CEC Councillors at City Chambers.
3.	HOUSING MANAGEMENT	
a.	Act on any aids & adaptation requests, subject to funding.	Ongoing
b.	Keep a close control over rent arrears. Try and achieve target of reduction in arrears.	Housing Officer is monitoring this closely
c.	Play part in ongoing EdIndex reviews/developments. To make a success of advertising voids on EdIndex.	This is working well and our new HA knows the system well
d.	Monitor closely impacts of welfare reform	Work increasing on this.
4.	OFFICE	
a.	Develop our web site	Being expanded in October for FOISA information
b.	Continue work on GDPR policy and procedures	Appointed RGDP and a clear plan now being worked through
c.	Plan for Freedom of Information Act introduction Nov 2019	On target
d.	Advertise and recruit new Housing Assistant	Done
5.	MANAGEMENT / STRATEGY / WIDER ACTION	
a.	Implement skills / training interviews, appraisals & 9 year reviews with Committee members.	Need starting for this year now
b.	Continue developing tenant participation.	Ongoing
c.	Submit Charter / ARC to SHR and do new Assurance Statements.	Done
d.	Develop work with the ARCHIE alliance	Some going well, some slow
6.	FINANCE / RISK MANAGEMENT	
a.	Monitor Finance Agency service provision/year-end audit.	New auditors been OK
b.	Continue the close financial control over funds & deposits	Ongoing
c.	Continue reviewing the reserves policy and in future rent levels in relation to finance needs / surpluses / reserves.	Ongoing