

SKDC Compliance External Audit Action Plan

							Update							
	Item	Resolution	Priority	Responsible Person	RAG rating	Target completion date	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Policy														
	Gas Safety	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Electrical Safety	SKDC should update its Electrical Safety Policy as outlined in the ‘Observation’.	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Lift Safety	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Fire Safety	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Smoke and CO	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Asbestos Management	SKDC should develop a detailed Asbestos Management Plan as outlined in the observation.	1	Head of Technical Services / Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Damp and Mould	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Radon	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
	Water Hygiene	Review policy	1	Compliance Manager		30 October 2023	Total Housing Compliance (THC) suite of policies to be compiled and adopted							
Procedure														
	Electrical Safety	SKDC should develop a more comprehensive no-access tracker for the new contract.	2	Head of Technical Services / Compliance Manager		01 April 2024	In progress to form a part of new contract, aim is for all info to be live updated by the contractor via our online contractor portal linked to IHMS							
	Fire Safety	SDKC should make a decision over the priority of FRA reviews, and update the Fire Management Policy accordingly, and reflect the frequency of FRAs accurately within the tracker	2	Compliance Manager		30 October 2023	In 2021 all properties requiring a fire risk assessment received a full fire risk assessment by an external contractor. Since that time SKDC has undertaken a lot of work on our approach to fire safety, particularly as actions were not all completed. In 2022, all risk assessments received an on-site review to confirm which actions were complete and our focus was on the completion of more thorough compartmentation surveys which were identified as recommendations in a great number of the Fire Risk Assessments. These have been commissioned and we are now starting to develop plans for the work arising from these. Full risk assessments have been commissioned for this year.							
	Fire Safety	SKDC should review the Fire Safety Management Plan and make sure that the requirements of the Fire Safety (England) Regulations are reflected within.	2	Compliance Manager		01 January 2024	We do not have any buildings classed as high rise under the guidance and only one building over 11m. The Fire Management Policy will be updated to reflect the controls contained in the Fire Safety (England) Regulations 2022.							

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