9 Improvement Plan

9.1 Milestones

An improvement action plan has been created to support this plan and is included in appendix I. For the duration of this plan the key milestones are as follows:

No	Milestone	Target Date	Frequency	Improvement Action Plan References	Status
Table 9.1: HAMP Milestones					
1	Completion of HAMP Annual Status and Options Report to comply with WG requirements for Local Government Borrowing Initiative bid.	December 2013	Annually		Completed
2	Develop a system to record all maintenance activity on the highway assets. Through the development of the Mayrise Project.	April 2012	On going		On Going
3	Undertake a footway survey and develop a maintenance strategy process utilising the information. Develop system to update information by undertaking an annual review.	December 2014		IA2, IA3	Footway Survey Completed Ongoing
4	Completion of Annual Status and Options	October 2014	Annually		Completed

	Report to comply with WG requirements for Local Government Borrowing Initiative				
5	Develop an information strategy for highway structures and collect all inventory.	March 2015		IA4, IA4a	Completed. All inventory is stored on BMX bridge management system
6	Completion of data to populate the WG 'LPack' Whole Government Accounts return. Areas required to submit data:- • Structures • Traffic • Street lighting • Carriageways • Footways	June 2014	Annually		Completed
7	Extending the Asset Inventory held in various form into one centralised system and develop a Data Management Plan in association with SCOTS/CSSW HAMP#2	August 2016			On Going

8	Develop Street Scene Standards in line with member requirements	December 2015	.		Scrutiny report Autumn 2015
9	Undertake Policy reviews on Street Scene Policies.	August 2015	As required		On Going
10	Prepare Maintenance Manual in association with SCOTS/CSSW HAMP#2.	August 2016			On Going
11	Produce APSE returns in association with SCOTS/CSSW HAMP#2.	August 2015	Annually		On Going