

DFG audit 2017 – management control action plan (April 2018)

Action	Audit finding	Lead	Status	Planned completion
Introduce RPL oversight of individual DFGs in progress and review monthly with surveyors.	8,9	RPL	System in place	
Introduction of monitoring spreadsheet to provide overview of DFG progress.	8,9,10,11,13	RPL	System in place	
Introduce clear desk instructions to ensure consistency in following process.	7,10,11,13	RPL	In progress	June 18
Introduction of monitoring timescales for each stage of DFG process.	8,9,12	RPL	System in place	
Case completions spreadsheet introduced to record cost and timescale.	8,9,12	RPL	System in place	
Creation of monthly spend profiles for all individual DFGs to more accurately forecast expenditure. Use once new framework introduced fully mid-April.	9	RPL	System in place	
Develop spreadsheet to monitor award of work to contractors and compliance with framework rates. Use once new framework introduced fully mid-April.	1,8,4.1	RPL	System in place	
Develop system to monitor contractor compliance with start of site time requirements.	8,12	RPL	System in place	
Compliance check list for individual DFGs to enable easier monitoring - ensuring completion of all stages of process. Use once new framework introduced fully mid-April.	2,9,10,11,13	RPL	System in place	
Update private sector housing improvement policy / strategy.	3	E&RM	Not yet actioned	tbc
Produce housing regeneration loans and grants schedule to be updated on more frequent basis as criteria change.	3,4,5	E&RM	In progress	June 18
Introduce customer satisfaction forms and report outcomes.		RPL	System in place	
Introduce updated forms for GDPR compliance.	6	RPL	System in place	

Appendix 2

Agree new approach for lifting equipment framework – re-procured or another framework adopted.	14	RPL	In progress	July 18
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RPL – Regeneration Programme Lead

E&RM – Enterprise and Regeneration Manager