



**Sustainability Strategy:**

**Blue Triangle (Glasgow) Housing Association Limited**

**This policy can be made available in different languages, on request, and in different formats such as in large print, audio and Braille.**

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## **Foreword**

Sustainability is an organisational strategy issue that straddles a diverse range of Association activities covering both corporate functions and specific organisational activities.

### **Corporate functions**

Sustainability, from an organisational perspective, is concerned with organisational stability and development.

In this connection, sustainability includes having robust systems of financial management in place, as well as a comprehensive policy on effective risk management.

Sustainability is connected closely to other strategic policies such as equal opportunities and training.

For example, equality commitments are an important driver in creating sustainable communities in which people want to live; while staff training on sustainability is critical to effective implementation of policy objectives.

Finally, it is important to mention Human Resource policies in this section, too, as recruiting staff committed to sustainability is an important step in achieving organisational goals.

### **Specific organisational activities**

If the objectives of this sustainability policy are to be met in practice, it is also important to mainstream sustainability principles throughout a diverse number of policies, including development, as well as housing management and maintenance.

For instance, development activities must incorporate adherence to good practice sustainability criteria concerning a diverse range of issues such as:

- design (physical standards and layout);
- environmental improvements;
- fuel emissions; and
- waste management.

Of equal importance, though, is the need to focus on economic and social issues that might impact on sustainability in a housing association setting.

Indeed, providing homes to meet relevant design criteria for sustainability is only one side of the coin; it is also critical to take account of the economic and social needs of the service users concerned.

For example, sustainable housing developments must focus on social and financial issues such as the affordability of charges for accommodation; in the case of Blue Triangle Housing Association, this includes taking account of supported accommodation costs.

### **Ethos of the sustainability strategy**

For the reasons noted above, our strategy on sustainability is holistic and integrated throughout a wide range of individual organisational policies.

## **Section 1: Introduction**

Blue Triangle (Glasgow) Housing Association Limited has established this strategy to ensure that organisational practice promotes sustainable communities.

In the case of our particular role in the housing and social care fields, this entails working in partnership with a diverse range of local authorities and other agencies so that our projects promote sustainability.

Details of sustainable objectives that we endeavour to meet are highlighted in section 2.

In particular, our policies and practices will meet the relevant regulatory standard concerning sustainability.

**The Scottish Housing Regulator has the following standard:**

**Scottish Housing Regulator: Regulation of Social Housing in Scotland (Our Framework)**

**Regulator Standards of Governance and Financial Management  
Standard 1**

The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users.

### **Guidance**

1.1 The governing body sets the RSL's strategic direction. It agrees and oversees the organisation's strategic and financial plans to achieve its purpose and intended outcomes for its tenants and other service users.

**The Scottish Government has the following standard:**

**The Scottish Social Housing Charter April 2017  
Housing Quality and Maintenance**

### **4: Quality of Housing**

Social landlords manage their businesses so that:

- tenants' homes, as a minimum, meet the Scottish Housing Quality Standard (SHQS) when they are allocated; are always clean, tidy and in a good state of repair; and also meet the Energy Efficiency Standard for Social Housing (EESH) by December 2020.

This **standard** describes what landlords should be achieving in all their properties. It covers all properties that social landlords let, unless a particular property does not have to meet part of the standard.

If, for social or technical reasons, landlords cannot meet any part of these standards, they should regularly review the situation and ensure they make improvements as soon as possible.

### **Note**

Blue Triangle (**Glasgow**) Housing Association **Limited** is generally referred to as “we” throughout this document.

## Section 2: Strategy principles

Our sustainability standard is based on the following key principles.

Each of the individual commitments is integrated into a diverse range of individual policies.

Examples of how this works in practice are given in section 3.

- 2.1 We meet all relevant legal provisions in respect of sustainability matters and comply with good practice guidance standards.  
(Appendix 1 lists these standards)
- 2.2 We incorporate our commitments to sustainability throughout all relevant policies and practices.
- 2.3 We ensure that our development and maintenance services enhance fuel and thermal performance.
- 2.4 We provide services that are efficient, safe and minimise waste.
- 2.5 We consider the economic means of our service users when setting charges for our projects so that they are as affordable as possible.
- 2.6 We provide support services that aim to lead to service users obtaining permanent accommodation from other social landlords after the support programme ends.
- 2.7 We seek to manage projects so that service users develop a range of skills necessary to sustaining tenancies in future; we have, therefore, established policies in which eviction (for breach of occupancy terms) is an action of last resort.
- 2.8 We promote sustainability initiatives through our partnerships with local councils, other agencies and contractors. For instance, our development policy requires contractors to use materials that are environmentally friendly.
- 2.9 We provide comprehensive and regular staff training through our training strategy to ensure that policy objectives are implemented effectively.
- 2.10 We publicise information on this strategy to service users, for example, through our handbook, as required.
- 2.11 We consult with service users in the development of this strategy and methods of improving the sustainability of occupancies within projects as required.

2.12 We review this strategy formally on a regular basis and we monitor performance through our performance management system. (Sections 4 and 5)



### **Section 3: How we apply the strategy**

As emphasised in section 1, sustainable development is concerned with a diverse range of issues; it is not simply about physical design.

This section outlines the ways in which we incorporate sustainability commitments into our various policies and procedures.

Three key themes that sustainability strategy addresses are:

- environmental protection;
- economic viability and organisational development; and
- equality and continuous improvement.

In a housing specific context, sustainability must also include consideration of sustainable occupancies so this is a further measure that this section will consider.

The sections below will illustrate how our individual policies promote these strategic elements, although it is stressed that these elements overlap.

For instance, maximising fuel efficiency is both an environmental and economic issue, as well as being critical to sustaining occupancies of service users living on low incomes.

Finally, it is stressed that this strategy applies to those projects that are owned by us; it does not apply to properties that are leased from other social landlords that have their own sustainability policies. We do, however, liaise with other social landlords to ensure that other partner social landlords endorse all of the core principles that are contained in our strategy statement.

### **3.1. Environmental protection**

Environmental protection is promoted through our development, as well as our repair and maintenance policies (The latter policy is also referred to as asset management)

#### **(a) Development policy (including construction)**

Our development policy works to ensure that construction works maximise thermal efficiency, and reduce the need for physical resources, that is, waste reduction.

For instance, in this policy, environmental degradation should be considered by consultants and contractors that are employed by us; the “whole life” of buildings should be taken into account when development activities are under consideration.

Thermal efficiency and waste reduction issues are now explained below in more detail.

#### **Thermal efficiency**

Research studies have indicated that Scottish housing has traditionally had poor thermal standards; this has resulted in inefficient fuel consumption with high fuel costs for many people.

The energy efficiency standard for social housing (ESSH) was launched by the Scottish Government in March 2014. The ESSH will contribute towards the carbon emissions reduction targets set by the Climate Change (Scotland) Act 2009. All RSL's in Scotland must be compliant with the ESSH by 2020.

And high fuel costs are detrimental to people's living standards as recognised through the term “fuel poverty”.

Fuel poverty is defined in law and means anyone “with a low income living in a home which cannot be kept warm at a reasonable cost” (**Housing (Scotland) Act 2001**, section 95)

We design our Projects, therefore, to meet all relevant good practice guidance standards concerning thermal efficiency. The guidance that describes these standards is noted for reference in Appendix 1. This guidance is incorporated into our development policy when contracts are tendered.

## **Waste reduction (Reducing the need for physical resources)**

We seek to **minimise** the wasteful use of resources, **as well as maximise** the recycling of existing building materials.

We will minimise:

- movement of earth on site;
- energy and water needs during construction and subsequent occupation;
- waste production and disposal.

We will maximise:

- recycling and re-use of materials;
- local sourcing of materials;
- use of materials from renewable sources; and
- use of low embodied energy materials.

### **(b) Repair and maintenance policy (asset management)**

In carrying out our routine and cyclical maintenance programmes, we use materials that are environmentally friendly and maximise efficiency.

For example, we ensure that:

- all new gas boilers are condensing boilers; and
- any window replacements are fitted with double glazing.

### **Note**

There are no specific targets in place for development activity or for thermal efficiency as they are principles of approach to new build, refurbishment or major improvements which are project specific and not reoccurring events.

Our maintenance programme is also geared to meeting needs of individual service users. For example, we may carry out adaptations to the housing stock, as appropriate, to address the accessibility needs of disabled people who use our services.

## **3.2. Economic viability and organisational development**

Sustainability objectives in respect of economic viability and development are covered in our policies and procedures.

### **(a) Business Plan**

Our Business Plan sets out the core aims and objectives of the Association, including its commitments to sustainability.

These commitments include the ongoing monitoring of policies and procedures through our performance management system to ensure that these are sustainable. (Section 4 outlines the indicators that we use to measure sustainability)

### **(b) Charge setting policy**

Charges for accommodation costs, including support, are set annually to cover organisational costs for providing the relevant services.

These charges are subject to regular review; this is normally an annual review but can be altered, as required, following the process contained in our occupancy agreement.

### **Note**

This is a good example of how the occupancy agreement with service users has been developed to assist organisational flexibility in relation to charge setting, an important economic component of sustainable projects.

### **(c) Procurement**

All contractors and consultants who tender for work must satisfy our procurement criteria. And an important element of our procurement policy is that services provided must promote sustainable objectives.

For example, in carrying out maintenance works, contractors must follow our policies concerning the use of materials that are environmentally friendly and reduce waste.

### **(d) Risk management strategy**

Service failure to adhere to sustainable development is an issue that must be monitored as a potential organisational risk.

We monitor sustainability issues – from the perspective of risk – in various ways.

Two examples are given to illustrate this point.

Firstly, we negotiate funding of projects annually with our local authority partners as reduction in funding may pose a serious risk to service provision of individual projects.

Secondly, we assist service users to signing on and to claim relevant benefit entitlements as to prevent lost income and subsequent bad debts.

#### **(e) Use of information technology policy**

Administrative matters, too, represent organisational issues concerning sustainability.

For example, our information technology policy stresses the need to minimise wastage of paper through the development of office based electronic systems of communication.

### **3.3. Equality and continuous improvement**

Developing sustainable communities is closely aligned to ensuring that all forms of unlawful or unfair discrimination and harassment are eliminated.

For instance, a service user might fail to sustain their occupancy if the person left their accommodation due to harassment on grounds such as disability, race, sex or sexual orientation.

We have, accordingly, developed – within the parameters of our equality policy – various policies to ensure that occupancies do not fail because of discrimination or harassment.

Examples of such policies and procedures are the:

- anti-social behaviour policy;
- breach of occupancy terms procedure; and
- harassment policy.

Complaints of any form of discrimination and/or harassment are dealt with using one of these policies, as appropriate.

We also monitor the views of service users when they vacate their accommodation to assess how services might be improved.

Ensuring that occupancies are sustainable requires, however, that proactive steps are taken to promote sustainability.

We have developed policies to achieve this, therefore, as explained below.

### **3.4. Sustainable occupancies**

A major part of the Association's sustainability strategy involves meeting the needs of its service users.

In a practical context, this entails ensuring that occupancies are supported effectively throughout their duration and that service users obtain, whenever appropriate, permanent alternative accommodation after the support plan is completed.

In addition, we promote social networks among service users to encourage the sustainability of occupancies, as well as to assist them to sustain future tenancies.

We have developed several policies to promote sustainable occupancies as follows:

- allocations policy;
- information accessibility; and
- participation policy.

#### **(a) Allocations**

Our allocations policy that takes the form of accepting referrals of people affected by homelessness from local authorities involves detailed assessments of individuals' support needs as part of the referral process.

In considering referrals, personal needs and preferences are considered to ensure, as far as possible, that service users are accommodated in projects that are most appropriate to meeting their needs.

Issues relating to sustainability of occupancies that are taken into account in the allocation process include discussing options in the light of factors such as:

- access and entitlements to relevant benefits; and
- proximity to educational institutions, shops, transport and work.

#### **(b) Information accessibility**

An important part of creating sustainable occupancies involves providing service users with information about their occupancy and the project in which they are living.

In this connection, we provide service users with a range of information such as:

- a copy of the support plan; and
- a comprehensive handbook that contains detailed information about policies and services in the individual projects.

We provide information that is accessible to the needs of our service users. This is done by ensuring that information is produced in line with the standards as laid down in our accessibility policy.

### **(c) Participation policy**

Promoting opportunities for service users to participate in organisational service and policy development is, arguably, an important part of creating sustainable communities.

For example, encouraging participation in social networks assists service users to acquire skills that are necessary for sustaining long-term tenancies when they leave their supported accommodation.

## Section 4: Performance Management

Performance management is necessary to assess whether the aims and objectives of this strategy have been implemented effectively.

Performance monitoring is important too, for ensuring that service delivery improves on a continuous basis.

Our in-house KPI's and The Scottish Social Housing Charter Indicators (as published by the Scottish Housing Regulator and introduced under section 35 of the Housing (Scotland) Act 2010) can be categorised under the four main objectives as detailed within this strategy:

- Economic viability and organisational development (to incorporate environmental protection)
- Equality and continuous improvement
- Sustainable occupancies
- Environmental Protection (Thermal Efficiency)

### Internal KPI's

KPI	Measure (reported to the Board quarterly)	Sustainability Category
<b>Housing Management/Finance</b>		
Voids	Income lost as % of turnover	Economic viability and organisational development
Sums owed	Sums owed as % of turnover	Economic viability and organisational development
Bad debts	Income lost as % of turnover	Economic viability and organisational development
Care Inspectorate	Nos of grades achieved in each category	Economic viability and organisational development
Service user satisfaction	% of service users who say that they were very well/well involved in preparation of their support plan	Economic viability and organisational development /Sustainable occupancies
Service user satisfaction	% of service users who say that the service explained very/well to them	Economic viability and organisational development
Service user satisfaction	% of service users who say that they were very well/well supported in accessing other services such as housing	Economic viability and organisational development /Sustainable occupancies



<b>KPI</b>	<b>Measure (reported to the Board quarterly)</b>	<b>Sustainability Category</b>
Service user satisfaction	% of service users who say that the support they received supported them well/very well	Economic viability and organisational development /Sustainable occupancies
Service user satisfaction	% of service users who had moved on in a planned way	Sustainable occupancies
Service user satisfaction	% of service users having their occupancy terminated	Sustainable occupancies
<b>Efficiency – Property Management</b>		
Jobs completed	% of jobs completed within target timescales (normal, emergency, urgent)	Economic viability and organisational development
Volume of jobs	Volume of jobs carried out	Economic viability and organisational development
<b>Work force management</b>		
Staff	Number of staff	Economic viability and organisational development
	Number of new starts	Economic viability and organisational development
	Number of leavers	Economic viability and organisational development
	Staff turnover (number staff left as % of average number employed in period)	Economic viability and organisational development
	% of staff costs attributable to sickness	Economic viability and organisational development
Learning and development	% of staff costs attributable to training	Equality and continuous improvement
<b>Financial Health</b>		
Staff costs	Staff costs as a % of turnover	Economic viability and organisational development
Overheads	Overhead costs as a % of turnover	Economic viability and organisational development
Surplus	Surplus as % of turnover	Economic viability and organisational development
<b>Organisational health</b>		
IIP	IIP retention annual or 3 annual	Equality and continuous improvement

KPI	Measure (reported to the Board quarterly)	Sustainability Category
Business in local authority area	Change in % of business with each local authority	Economic viability and organisational development

The Scottish Social Housing Charter Indicators (established by statute and all RSL's must comply with and report on)

Table 1: Charter Indicators

No.	Charter Indicators	Sustainability Category
1.	Percentage of tenants satisfied with the overall service provided by their landlord.	Economic viability and organisational development
2.	Ethnic origins and disability details of service users, staff and for RSL's only, governing body members.	Equality and continuous improvement
3.	Percentage of tenants who feel their landlord is good at keeping them informed about their services and decisions.	Economic viability and organisational development
4.	Percentage of 1 <sup>st</sup> and 2 <sup>nd</sup> stage complaints, including those related to equalities issues, responded to in full in the last year, that were resolved by the landlord and also the percentage upheld.	Equality and continuous improvement
5.	Percentage of 1 <sup>st</sup> and 2 <sup>nd</sup> stage complaints responded to in full in the last year, within the Scottish Public Services Ombudsman (SPSO) Model Complaint Handling Procedure (CHP) timescales.	Equality and continuous improvement
6.	Percentage of tenants satisfied with the opportunities given to them to participate in their landlords decision making processes.	Equality and continuous improvement
7.	Percentage of stock meeting the Scottish Housing Quality Standard (SHQS).	Environmental Protection (Thermal Efficiency)
8.	Percentage of properties at or above the appropriate NHER (National Home Energy Rating) or SAP (Standard Assessment Procedure)_ ratings specified in element 35 of the SHQS, as at 31 March each year.	Does not apply to BTHA Stock
9.	Percentage of tenants satisfied with the standard of their home when moving in.	Sustainable occupancies
10.	Percentage of existing tenants satisfied with the quality of their home.	Sustainable occupancies

No.	Charter Indicators	Sustainability Category
11.	Average length of time taken to complete emergency repairs.	Economic viability and organisational development
12.	Average length of time taken to complete non-emergency repairs.	Economic viability and organisational development
13.	Percentage of reactive repairs carried out in the last year completed right first time.	Economic viability and organisational development
14.	Percentage of repairs appointments kept.	Economic viability and organisational development
15.	Percentage of properties that require a gas safety record which had a gas safety check and record completed by the anniversary date.	Economic viability and organisational development
16.	Percentage of tenants who have had repairs or maintenance carried out in the last 12 months satisfied with the repairs and maintenance service.	Economic viability and organisational development
17.	Percentage of tenants satisfied with the management of the neighbourhood they live in.	N/A
18.	Percentage of tenancy offers refused during the year.	N/A
19.	Percentage of anti-social behaviour cases reported in the last year, which were resolved within locally agreed targets.	N/A
20.	Percentage of new tenancies sustained for more than a year, by source of let.	Sustainable occupancies
21.	Percentage of lettable houses that became vacant in the last year.	N/A
22.	Percentage of approved applications for medical adaptations completed during the reporting year.	N/A
23.	The average time to complete applications.	N/A
24.	Percentage of the court actions initiated which resulted in eviction and the reasons for eviction.	N/A
25.	Average length of time in temporary or emergency accommodation by type. (LA's only).	N/A
26.	Percentage of households requiring temporary or emergency accommodation to whom an offer was made. (LA's only).	N/A
27.	Percentage of temporary or emergency accommodation offers refused in the last year by accommodation type. (LA's only).	N/A
28.	Of those households homeless in the last 12 months the percentage satisfied with the quality of temporary	N/A

<b>No.</b>	<b>Charter Indicators</b>	<b>Sustainability Category</b>
	or emergency accommodation. (LA's only).	
29.	Percentage of tenants who feel that the rent for their property represents good value for money.	N/A
30.	Rent collected as percentage of total rent due in the reporting year.	Economic viability and organisational development
31.	Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year.	Economic viability and organisational development
32.	Average annual management fee per factored property.	N/A
33.	Percentage of factored owners satisfied with the factoring service they receive.	N/A
34.	Percentage of rent due lost through properties being empty during the last year.	Economic viability and organisational development
35.	Average length of time taken to re-let properties in the last year.	Economic viability and organisational development
36.	Gypsies/travellers – Average weekly rent per pitch.	N/A
37.	For those who provide sites – percentage of gypsies/travellers satisfied with the landlord's management of the site.	N/A

Table 2: Contextual Information

<b>No.</b>	<b>Charter Indicators</b>	<b>Sustainability Category</b>
C1.	Staff information, staff turnover and sickness rates.	Economic viability and organisational development
C2.	Parent, subsidiary and other connected organisation information. Including nature of activities carried out by each subsidiary.	N/A
C3.	Agent employed by the landlord to provide all of its services.	N/A
C4.	RSL members.	Economic viability and organisational development
C5.	Governing body appointments. (RSL's only).	Economic viability and organisational development

<b>No.</b>	<b>Charter Indicators</b>	<b>Sustainability Category</b>
C6.	Organisation details – Governing body details. (RSL’s only).	Economic viability and organisational development
C7.	Number of lets during the reporting year, split between ‘general needs’ and ‘supported housing’.	N/A
C8.	The number of lets during the reporting year by source of let.	Economic viability and organisational development
C9.	Types of tenancies granted for lets during the reporting year.	N/A
C10.	Housing lets.	N/A
C11.	Abandoned properties.	Economic viability and organisational development
C12.	Number of notices of proceedings issued and court action initiated.	N/A
C13.	Average number of reactive repairs completed per occupied property.	Economic viability and organisational development
C14.	The landlord’s wholly owned stock.	Economic viability and organisational development
C15.	The number of units partly owned by landlord.	N/A
C16.	Stock owned by a subsidiary/subsidiaries.	N/A
C17.	Stock by house types, apartment sizes and average weekly rents.	Economic viability and organisational development
C18.	By local authority area, the number of self-contained and non-self-contained units and bedspaces, at the year-end by provision type.	Economic viability and organisational development
C19.	The number of self-contained and non-self-contained units and bedspaces, at the year-end by age band.	Economic viability and organisational development
C20.	The number of self-contained properties void at the year-end and of those, the number that have been void for more than six months.	Economic viability and organisational development
C21.	Rent increase.	Economic viability and organisational development
C22.	The number of households for which landlords are paid housing costs directly and the total value of payments received in the reporting year.	Economic viability and organisational development

No.	Charter Indicators	Sustainability Category
C23.	Amount and percentage of former tenant rent arrears written off at the year-end.	Economic viability and organisational development
C24.	Scottish Housing Quality Standard (SHQS) – Stock condition survey information.	N/A
C25.	Scottish Housing Quality Standard (SHQS) – Stock summary.	N/A
C26.	Scottish Housing Quality Standard (SHQS) – Stock failing by criterion.	N/A
C27.	Scottish Housing Quality Standard (SHQS) – Working towards the standard.	N/A
C29.	Scottish Housing Quality Standard (SHQS) – Actual and projected investment by criteria/element.	N/A
C30.	Scottish Housing Quality Standard (SHQS) – Income and expenditure.	N/A
C31.	Scottish Housing Quality Standard (SHQS) – Capital investment and sources of funding.	N/A
C32.	Development programme – New units and value. (Excluding Scottish Government funded projects).	Economic viability and organisational development
C33.	<p>C33.1 Number of self contained properties.</p> <p>C33.2 Number of self contained properties not in the scope of the EESSH.</p> <p>C33.3 Number of self contained properties in scope of the EESSH.</p> <p>C33.4.1 Number of properties in scope of the EESSH where compliance is unknown.</p> <p>C33.4.2 Where EESSH compliance is unknown for any properties, please explain why.</p> <p>C33.5 Number of properties in scope of the EESSH that do not meet the standard.</p> <p>C33.6 Number of properties in scope of the EESSH that are exempt from the standard.</p> <p>C33.7 Number of properties in scope of the EESSH that meet the standard.</p> <p>C34.1 Number of properties you estimated to bring up to the EESSH during the reporting year.</p> <p>C34.2 Number of properties brought up to the EESSH during the reporting year.</p> <p>C34.3 If the figures at C34.1 and C34.2 are different, please explain why.</p> <p>C34.4 The number of properties you estimate to bring up to the EESSH in the next reporting year.</p> <p>C35.1 Number of properties you anticipate will require an exemption from the first EESSH milestone in 2020.</p>	Sustainable occupancies

No.	Charter Indicators	Sustainability Category
	<p>C35.2 The reasons you anticipate properties will require an exemption.</p> <p>C35.3 If other reason or unknown, please explain.</p> <p>C36.1 EPC rating.</p> <p>C36.2 Of the properties with a valid EPC, please state which version of the SAP was used for generating the EPCs.</p> <p>C36.3 If other procedure or unknown, please explain?</p> <p>C37.1 The total number of properties brought up to the EESSH during the reporting year.</p> <p>C37.2 Of the total amount invested in bringing properties up to the EESSH, please state how much came from:</p> <p>C37.2.1 Subsidy</p> <p>C37.2.2 The landlords own financial resource.</p> <p>C37.2.3 Another source.</p> <p>C37.2.4 Total amount invested in bringing properties up to the EESSH.</p> <p>C37.3 Please give reasons for any investment which came from another source.</p>	

## **Section 5: Consultation and review**

In line with our occupancy agreement commitments, we provide service users with information on our key policies when they take up occupancy.

This is done through our handbook.

We also consult with service users on policies that we develop, including our sustainability strategy, as appropriate.

This is done through our participation strategy in which we consult with services users in various ways, for example, through the local service users' forum.



## **Appendix 1: Good practice guidance**

This list provides a summary of some key guidance on sustainability matters in the Scottish context.

It is not intended as a complete list of relevant publications.

It is also emphasised that guidance is evolving on a regular basis and that this list requires to be updated accordingly.

The list covers:

- statutory guidance;
- key guidance;
- other guidance; and
- useful contacts.

### **Statutory guidance**

The Building (Scotland) Act 2003 (and all relevant Scottish Statutory Instruments and related guidance).

### **Key guidance (in alphabetical order)**

Firm Foundations: The Future of Housing in Scotland, Discussion Draft, The Scottish Government, 2008  
<http://www.scotland.gov.uk/Publications/2007/10/30153156/0>

Gassner, M et al (2008): Evaluation of sustainability Features in New Build Housing, the Scottish Government.

Scottish Homes, Housing for Varying Needs - a design guide: Part I Houses and Flats (1998)

Sustainable Housing Design Guide for Scotland, Communities Scotland, June 2007 (and updated)  
[http://www.communitiesscotland.gov.uk/stellent/groups/public/documents/webpages/cs\\_017789.hcsp#TopOfPage](http://www.communitiesscotland.gov.uk/stellent/groups/public/documents/webpages/cs_017789.hcsp#TopOfPage)

The Sullivan Report - A Low Carbon Energy Standard for Scotland, SBSA, 2007  
<http://www.sbsa.gov.uk/sullivanreport.htm>

### **Other guidance**

National Planning Framework for Scotland 2, Discussion Draft, The Scottish Government, 2008 <http://www.scotland.gov.uk/Publications/2008/01/07093039/0>

Scottish Planning Policies, The Scottish Government  
<http://www.scotland.gov.uk/planning>

Planning Advice Notes, The Scottish Government  
<http://www.scotland.gov.uk/planning>

Building our Legacy. Statement on Scotland's Architecture Policy, The Scottish Executive, 2007  
<http://www.scotland.gov.uk/Publications/2007/02/19145552/0>

Designing Places, The Scottish Executive, 2001  
<http://www.scotland.gov.uk/library3/planning/dpps-13.asp>

Climate Change - Consultation on proposals for a Scottish Climate Change Bill, The Scottish Government, 2008  
<http://www.scotland.gov.uk/Publications/2008/01/28100005/0>

The Building (Scotland) Regulations 2004, as amended  
[http://www.sbsa.gov.uk/proced\\_legislation/legis.htm](http://www.sbsa.gov.uk/proced_legislation/legis.htm)

Domestic and Non-domestic 2007 Technical Handbooks, SBSA  
[http://www.sbsa.gov.uk/tech\\_handbooks/tbooks2007.htm#1](http://www.sbsa.gov.uk/tech_handbooks/tbooks2007.htm#1)

New Housing, Settlement Expansion and the Natural Heritage, SNH, 2005  
[http://www.snh.org.uk/pdfs/publications/commissioned\\_reports/F04AA501.pdf](http://www.snh.org.uk/pdfs/publications/commissioned_reports/F04AA501.pdf)

Valuing Sustainable Urbanism, The Princes Foundation, 2007  
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