



SMART

SMART Policy – Adopted 10 March 2021

v1.01

Bellyeoman Community Council (BCC) believes that any actions taken by it or our partners should be measurable by the BCC and the public. In light of this, we need to move toward more measurable actions to demonstrate progress toward attainment of BCC's goals, a '**SMART**' approach must be taken when agreeing actions with partners such as Fife Council Councillors and Officers.

'**SMART**' stands for:

- **S** – Specific – actions should be clear and concise and planned to address the issues/ challenges identified at BCC meetings;
- **M** – Measurable – for each action there should be an expected outcome and a monitoring programme that will allow progress to be measured and reported through feedback to BCC meetings;
- **A** – Ambitious yet Achievable – actions and outcomes should be ambitious in scope. Where applicable, it should be clearly stated that funding is in place, or is expected to be in place, to allow implementation of proposed actions during the specified period agreed for the action;
- **R** – Relevant - actions must relate clearly to the main issue and / or challenges identified at BCC meetings;
- **T** – Timely – in general, all actions should achieve their expected outcome within the specified period agreed at the outset. Where appropriate, milestones that are expected to be achievable within the period agreed should be specified.

In summary, actions need to be '**SMART**' to enable the evaluation of progress toward the attainment of BCC's goals.