

Asset Management Strategy Action Plan

Priority	Action/Task	Responsible Officer	Timescale	Links to Housing Strategy Outcome	Update 2020
AMS 01 – Achieving the South Derbyshire District Council standard for property condition, exceeding Decent Homes Standards	Finalise a programme to review all asset management policies and procedures.	Repair and Improvements Team Leaders	March 2017	HS01 – Improving access to and supply of housing HS02 – Well maintained, safer, greener homes	Five new compliance policies are being drafted. Repairs policy under review.
	Regularly review and monitor work programme progress against agreed KPI's and report any variances and amendments	Repair and Improvements Team Leaders	Monthly		<u>COMPLETE</u> KPIs for NOVUS and other contracts in place along with contract management arrangements Monthly internal and external progress/team meetings are now routine and all performance and commercial issues are considered
	Provide quarterly performance reports and programme progress to the Capital Programme Asset Monitoring Group and HCS (Half Yearly)	Repair and Improvements Team Leaders	June/October progress report to HCS		<u>COMPLETE</u>

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	Publish asset data and statistic for the HRA Business Plan 2016-2046	Head of Housing			<u>COMPLETE</u>
	Ensure the Council's housing stock meets the Decent Homes Standard and voids are Fit to Let	Repair and Improvements Team Leaders	Annual Review		<u>COMPLETE</u> Decent Homes measured in the Stock Condition Survey A new standard for relet homes is being developed with NOVUS to include the redecoration of property
	Update stock condition survey data on 'Lifespan' as programme of works are completed	Repair and Improvements Team Leaders	Monthly		The Lifespan product has limited functionality. A new property/contract management system is being explored.
	Review condition of non-traditional stock	Repair and Improvements Team Leaders	Annually Reviewed		Condition of non-traditional stock reviewed in conjunction with new build and

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					regeneration programme Non-traditional dwellings identified in Stock Condition Survey and will be paid special attention in the Nottingham City Environmental Project. Individual estates are already receiving more detailed structural/ engineers reports to establish necessary work.
	Set up working group to produce fully costed feasibility study to increase the standard of stock above the decent homes standard	Head <u>of</u> Housing	July 2017		<u>COMPLETE</u> Working in Partnership with NOVUS to agree a new minimum lettable standard.
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	Undertake procurement of all necessary contracts that complete during 2016/2017 and 2017/18, and thereafter for all subsequent years	Repair and Improvements Team Leaders	Annual Review		<u>COMPLETE</u>

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AMS 02 – Improving energy efficiency and reducing fuel poverty	Review current programme of targeted works to improve the thermal efficiency of housing stock and reduce energy consumption	Repair and Improvements Team Leaders	December 2017	HS02 – Well maintained, safer, greener homes HS03 – Helping people to live independently	NCC review commissioned to address this
	Explore new and cost effective solutions for improving the energy efficiency of the Council's stock, and maximise all funding opportunities through continued engagement with suppliers	Repair and Improvements Team Leaders	Ongoing		NCC review commissioned to address this
	Publish a self-help video for tenants to reduce internal condensation and mould	Environmental Health Manager/Housing Asset Manger			<u>COMPLETE</u>
	Provide support to help tenants heat their homes efficiently and cost effectively by reducing their energy usage and reducing energy costs through advice and by working with external partners	Head of Housing	Annual Reviews		<u>COMPLETE</u> Gas/Elec –Housing assist the client with a USWITCH comparison search enabling the client with an informed decision to switch provider Water – tenants can access the two companies' social

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					<p>tariffs (Severn Trent – Big Difference Scheme, South Staffs – Assured Social Tariff).</p> <p>Energy efficiency, cases referred to Citizen’s Advice ‘energy champion’</p> <p>All tenants receive a British Gas leaflet at sign up which gives basic advice on energy efficiency.</p>
	Continually review positive effect of energy improvement works on the stock via the national Standard Assessment Procedure (SAP)	Repair and Improvements Team Leaders	March 2017/Annually		<p><u>COMPLETE</u></p> <p>SAP measured and recalculated through the data provided in Stock Condition Survey NCC project will further inform this data.</p>

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AMS 03 – Repairing and maintaining properties to agreed standards	Train all asset management staff on policies and procedures relating to asset management to ensure effective and consistent service delivery	Repair and Improvements Team Leaders	September 2017	HS02 – Well maintained, safer, greener homes HS03 – Helping people to live independently	<u>COMPLETE</u> Training complete on project and contract management
	Undertake full modernisation of the direct labour <u>organisation</u> (DLO).	Repair and Improvements Team Leaders	March 2018		Housing Quality Network Completed Further Review which identified further service improvements that are required and are now in progress
	Produce five-year capital improvements programme 2017-2022, and report half yearly progress to HCS committee	Repair and Improvements Team Leaders			<u>COMPLETE</u> Annual programme of works in place. Five-year External Maintenance Programme in Development
	Engage with procurement consortia, suppliers and contractors to ensure latest modern methods of construction are utilised in maintaining and improving the stock.	Repair and Improvements Team Leaders	Ongoing		<u>COMPLETE</u> NOVUS and other contracts procured through framework process

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AMS 04 – Meeting the needs of older, vulnerable and disabled households	Provide technical advice and support to Housing Operation Manager in undertaking Supported Housing Review	Repair and Improvement Team Leaders	<u>January 2017</u>	HS03 – Helping people to live independently	Contracts extended until late 2021. Further review of Careline and Supported Housing underway in collaboration with DCC
	Review delivery of disabled adaptation service in conjunction with Derbyshire County Council	Repair and Improvements Team Leaders	March 2017		<u>COMPLETE</u> Further improvements to service and process recently agreed
	Review stock before being re-let to ensure it is sustainable for the incoming tenants who may have specific health needs	Repair and Improvements Team Leaders	Ongoing		<u>COMPLETE</u> DFG team now work with Allocations Team to achieve this Purchase of Foundation Software will assist team to better track the end to end process.
	Produce a fully costed programme of works to ensure DDA access is improved to all communal rooms	Repair and Improvements Team Leaders	March 2021		Included within 2020/21 Planned External Maintenance works

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AMS 05 – Being resilient: Identifying and regenerating uneconomic housing and communities through effective and accurate stock management information	Produce clear and accurate stock options appraisals on all stock	Repair and Improvements Team Leaders	December 2020	HS01 – Improving access to and supply of housing	Work in progress to procure suitable methodology for comprehensive stock options appraisals

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AMS 06 – Managing investment opportunities and development potential of land and property to meet local needs	Set up a Registered Providers forum to increase opportunities to work collectively to increase housing supply within South Derbyshire	Housing Strategy Manager	November 2016	HS01 – Improving access to and supply of housing	<u>COMPLETE</u> Forums in place with other providers.
	Appoint external advisor to facilitate new build and regeneration opportunities with South Derbyshire	Housing Strategy Manager	Complete		<u>COMPLETE</u> Housebuilding Options previously presented to Committee 23/11/2017
	Progress Joint Venture to increase opportunities to increase supply of housing within South Derbyshire	Housing Strategy Manager	December 2017		<u>COMPLETE</u> Housebuilding Options previously presented to

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					Committee 23/11/2017
	Produce development appraisal of all land in Housing Revenue Account and General Fund ownership for potential development opportunity or sale	Housing Strategy Manager	Complete		An initial review was completed , newly formed Development group to consider financial appraisal model.