

REPORT TITLE: ASSET MANAGEMENT STRATEGY

4 JULY 2018

REPORT OF PORTFOLIO HOLDER: LEADER WITH PORTFOLIO FOR HOUSING SERVICES

Contact Officer: Richard Botham Tel No: 01962 848 421 Email  
rbotham@winchester.gov.uk

WARD(S): ALL

PURPOSE

To update Members on the progress being made against the Asset Management Strategy Action Plan presented at Cabinet (Housing) Committee on 23 November 2016 and for members to approve the future priorities for the strategy.

RECOMMENDATIONS:

1. That members note the progress made against priorities outlined and agree the future priorities set out in Appendix 2.
2. That the existing property value thresholds included in the Property Disposal policy be amended and approved as set out in this report.
3. That the Corporate Head of Housing be given delegated authority, in consultation with the Corporate Head of Resources and the Leader with the Portfolio Holder for Housing to review the scope of the Southampton City Council 'ECO and Green Deal Delivery Scheme' Framework and, if eligibility and compliance criteria met in accordance with Contracts Procedure Rules, to sign up to the framework to support work to improve the energy efficiency of non traditional housing stock.
4. That the Wise Move incentive payment scheme be increased to £2,500 per household for each move for a trial period of 12 months.

## IMPLICATIONS:

### 1 COUNCIL STRATEGY OUTCOME

- 1.1 That the Council delivers quality housing options by delivering good housing stock condition and energy performance for Council-owned dwellings that meet the decent homes standard; plus being able to respond to the need to provide more affordable housing in the district.

### 2 FINANCIAL IMPLICATIONS

- 2.1 The current investment plan is already in place to ensure the key priorities of the strategy are delivered.
- 2.2 The HRA Budget and Business Plan continue to prioritise repairs to ensure we meet decent homes standards. Due to efficiencies; the current HRA Business Plan no longer predicts shortfalls in funding over next 5 years. See HRA Outturn Report (CAB3036(HSG)) for further details.
- 2.3 The high value void levy initially proposed by the Government in 2016 is now widely expected to not be introduced at all; therefore no further allowance has been made in the HRA Business Plan. February Cabinet (Housing) Committee agreed to allow the release of the funds amassed to meet the requirements of this levy. Some of the funds have been used in 2017/18 to help support the new build programme. It is accepted that this may represent a future risk should the policy be revitalised and is identified in the risk assessment.
- 2.4 Provision for funding the costs of establishing a housing company are included in the HRA budget detailed in CAB3036(HSG). This report also takes account of the capital and revenue implications of the transfer of Council garages from the HRA to the General Fund.
- 2.5 The above report also highlights the need to commit £1.561m of a current balance of £5.716m of retained Right to Buy receipts in 2018/19 to avoid the need to repay uncommitted funds to the Government. The policy to purchase properties from the open market to be let as Council stock as set out in this Strategy is a reasonable use of those receipts and whilst this report recommends revisions to the policy for disposals, no change is recommended to the acquisition policy.

### 3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 As part of the strategy a review of the procurement approach for planned maintenance is being conducted. Housing Quality Network (HQN) have been commissioned to carry out this review. Recommendations will inform actions in the Property Services Service Plan 2019/2020 with strategic elements featuring in the Asset Management Strategy.

- 3.2 All other works commissioned are procured in accordance with the Contract Procedure rules.
- 3.3 Trowers and Hamlin have been commissioned to update their advice on matters for consideration as part of the Housing Company project.
- 3.4 Independent valuations have been sought for the transfer of garages from the HRA to the General Fund.

#### 4 WORKFORCE IMPLICATIONS

- 4.1 Discussions have taken place to increase capacity of the New Homes Team to respond to the increased new build targets and take forward the review of all land assets to further develop list of potential high value plots. These tasks will have implications for other council teams.
- 4.2 The programme of transferring garages from the HRA to the General Fund will impact on the Estates Team who will be required to procure valuation services to enable the transfer of garages by March 2019.

#### 5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The Strategy seeks to make best use of housing assets. Asset disposal or change of use will be considered by the Housing Asset Management Group in accordance with policy set out in CAB (HSG) 2791 – 22 March 2016. This report seeks to update the thresholds presented in that report.
- 5.2 Winchester City Council's Development Strategy sets out some detail around the criteria used to determine whether to purchase former Council houses. In summary this sets out that consideration will be given to buying the property back when this enables access to wider development opportunities or support adjacent site development. Buying back properties in development terms (without this added value) is generally unviable and expensive.

#### 6 CONSULTATION AND COMMUNICATION

- 6.1 Key priorities of the Asset Management Strategy are informed by the Housing Strategy aims and objectives which were determined through comprehensive stakeholder consultation. Tenant priorities are further tested through the bi-annual Tenants Satisfaction Survey.

#### 7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 The purpose of the Asset Management Strategy is to ensure we make effective use of all our assets including land and buildings.
- 7.2 WCC Housing Services approach to energy and renewables has been considered in conjunction with members and is set out in the Energy Strategy, a supporting document to the Asset Management Strategy. It explains that while being committed to achieving average energy ratings of D and

addressing those with ratings of E or below, resources will not be used to improve beyond the national average unless there are changes in the funding regime.

7.3 The Asset Management Strategy links in with the new build programme and the Empty Property Strategy. Planning policy sets the standards for new build.

7.4 Recycling and encouraging sustainable consumption are covered by housing service teams such as Estates.

## 8 EQUALITY IMPACT ASSESSEMENT

8.1 Impact assessment screening was completed as part of the development of the Strategy and is still relevant.

## 9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required

## 10 RISK MANAGEMENT

10.1

<b>Risk</b>	<b>Mitigation</b>	<b>Opportunities</b>
<i>Property</i>  <i>Dwellings not meeting decent homes standard. Dwellings or communal areas not being effectively utilised.</i>	Full stock survey. Investment plans focused on core Decent Homes requirements. Individual asset assessment process in place.	Looking to utilise opportunities to progress future work earlier to achieve decency ahead of deadline.
<i>Community Support</i>  <i>Insufficient assets to support obligation to address housing need.</i>	Increased development programme, conversion programme and considering other vehicles such as Housing Company	Housing Management Service Plan action to investigate commissioning support to improve tenancy sustainability
<i>Timescales</i>  <i>Garage valuations not received in time to transfer by March 2019</i>	Sufficient notice given to Estates to enable valuations to returned by target time.	
<i>Project capacity</i>  <i>Securing the manpower required to meet increased</i>	Corporate commitment to meet strategic aims.	

<i>targets for new homes.</i>		
<i>Financial / VfM</i>		
<i>Insufficient HRA resources to support strategic aims</i>	Long term business plan reflects programme and is sustainable.	Funding works through other vehicles such as a Housing Company or Joint Ventures.
<i>Best value not achieved when assets sold</i>	Only offer assets on the open market if there is a good business case to do so. Determine whether most cost effective approach is to offer with or without planning permission on basis of resources required to achieve planning permission in advance against an estimation of the increased sale price.	Releases resources to support delivery of Housing Strategy objectives.
<i>High value void levy reinvigorated</i>	Risk of impact in the short term considered to be very low and decision not to retain reserves to mitigate the risks was approved by Council in February 2018.	
<i>Legal HQN Procurement recommendations at odds with corporate policy and approach</i>	Specialist advice sought and used as a basis to agree a compliant approach.	
<i>Innovation</i>		New build techniques investigated.
<i>Reputation</i>		
<i>Projects delivery – quality and delays</i>	Follow corporate project management process. Commitment from all Council teams to support project programme. including consultations	

## 11 SUPPORTING INFORMATION:

- 11.1 Prior to the development of the Housing Asset Management Strategy, the City Council's HRA business plan was not sustainable in the long term and faced significant capital shortfalls within 5 years. A key aim of the Strategy has been to assess options for balancing the capital programme, to review all discretionary spend and to ensure programmes continue to take account of tenants views and to comply with the Decent Homes standard.
- 11.2 In developing the Strategy, members and tenants were consulted regarding those options as set out in paragraph 6. Changes to programmes were implemented following those consultations which saw a reduction in spend on discretionary works and loft conversion programmes, reduced spend on fencing and changes to the profile of other capital investment. As a result, the HRA Business Plan is now sustainable and in balance over the full 30 years of the Plan.
- 11.3 The remit of the strategy was to ensure that the Council made best use of its housing assets in meeting housing need and the emerging challenges included in the Housing and Planning Act and other Government initiatives. While property maintenance was a core part of the strategy; members were also keen to focus on how we use assets to generate receipts and assist the wider development strategy.
- 11.4 Appendix 1 sets out the progress made against the Action Plan. Key elements are:
- a) Asset Management Group – a group was established with representatives from all housing teams who meet quarterly and work to achieve the objectives of the Asset Management Strategy by
    - (i) Monitoring the progress against the Action Plan targets
    - (ii) Reviewing the Asset Group lists in conjunction with the Disposal and Land List.
    - (iii) Determining the triggers which allocate assets into the option groups for disposal, to retain & reinvest, for change of use
    - (iv) Determining the level of stakeholder consultation appropriate for each asset evaluation
  - b) The high value void levy - this Government initiative has not been progressed. Receipts from non right to buy council house disposals were being retained pending clarification from Government. Cabinet (Housing) Committee approved the release of these funds towards the new build programme as part of the budget approval process in February 2018.

The thresholds for disposal of dwellings set in the CAB2791(HSG) need updating as the valuations received means standard family accommodation falls within the disposal banding. It's proposed that the disposal value thresholds for each property type be deleted and that properties only be considered for disposal in exceptional cases, including:

- (i) Properties with a value in excess of £500,000 (with this threshold being reviewed at least annually)
- (ii) Properties assessed as not fit for purpose of social housing

Disposal will continue to be the exception rather than the rule with each case being considered on its merits by this Committee.

No change is recommended to the policy for acquisitions. Whilst no proposals have been considered as part of this policy to date, the purchase of ex-council properties is a potentially positive and reasonable use of retained right to buy receipts which the Council has to commit within three years of receipt or otherwise pay back to Government.

- c) Procurement – Housing Quality Network (HQN) have been commissioned to complete a review of housing maintenance procurement to develop a clear procurement strategy for housing maintenance, improvement and development.
- d) Energy efficiency ratings – very few properties (30) were identified as being rated 'E and below' (13 of which had previously refused energy improvement works). All but £44k of work required to achieve 'D' ratings for these homes is already included in the next 5-yr maintenance budget forecast.

Within those rated E and below are some of the Council's 'Swedish' timber framed housing. With a view to improving the energy performance of all 26 'Swedish' dwellings in the stock, grant funding opportunities for external wall insulation are being explored. The 'ECO and Green Deal Delivery Scheme' Framework administered by Southampton City Council could provide access to pre-tendered and competitive proposals for completing these works and it is recommended that the Corporate Head of Housing be given delegated authority, in consultation with the Corporate Head of Resources and the Leader with the Portfolio Holder for Housing to review the scope of the framework and, if eligibility and compliance criteria met, as Contracts Procedure Rules, to sign up to the framework to support this work.

- e) Sheltered – completion of a programme of conversions and common room upgrades.

- f) Garages – completed review of development potential of all garage sites. Most sites found to be unsuitable for development, those sites which are appropriate for further investigation, including garages at Winnall Flats will be included within New Homes development programme.
- g) Data & systems – completion of actions to ensure asset management databases are accurate and up to date. Application of the sustainability module making it possible to identify poorer performing properties by drawing on stock condition data, maintenance costs and rental income. Assessments are also presented alongside energy performance and valuation data. No poor performing properties identified.

11.5 The Action Plan has been updated by the Asset Management Group in consideration of the Council's strategic priorities; future priorities for action are set out in Appendix 2 and include :

- a) Housing Company – Determining the most appropriate framework/model for establishing a housing company (or similar vehicle) to support the delivery of sub market rented housing.
- b) Sheltered Review – a site by site review of sheltered housing to modernise services and address the tenant scrutiny findings
- c) Temporary Accommodation – effective use of assets to met demand and impact from Homeless Reduction Act. Remodelling Sussex Street and developing a Housing First model.
- d) Energy Efficiency – investigate the benefits of the proposal from WinACC through the Low Carbon Board to adopt the Energy Savings trust – asset management software to model energy efficiency of stock. Conclude investigations into how best to tackle properties with E rating and below.
- e) Garage Review – review of garage usage and charging.
- f) Roofs - last year saw the start of the major re-roofing programmes and these are now due to continue for the foreseeable future. Although the current programmes are primarily structured around the condition of the main roof covering and the other associated elements (fascias; soffits; guttering etc.), other approaches are also being investigated in a bid to reduce the impact on local communities (especially those with very limited parking/poor access) and to offer more structure/notice to tenants and private owners - whilst at all times maintaining 100% decency.
- g) Review of all land assets to -
  - (i) develop a list of potential high value plots and market where appropriate



- (ii) identify land dotted around the district which has development potential
- h) Procurement – apply HQN Report recommendations to inform actions in the Property Services Service Plan 2019/2020 with strategic elements featuring in the Asset Management Strategy.
- i) “Wisemove” Downsizing Scheme – The incentive scheme and campaign has been successful at encouraging downsizing and freeing up family homes, with over 70 tenants taking advantage of the scheme. However, take up in recent months has slowed up significantly. An increased incentive has been trialled at the Victoria Court new development and it is proposed to extend this to all existing stock to test the impact as part of a wider review of the scheme. It is proposed to:
  - (i) For a period of 12 months trial an increase in the incentive paid through the Wise Move scheme to qualifying tenants who move to another social landlord property with fewer homes from £1,000 to £2,500
  - (ii) Undertake a consultation exercise with tenants to review the effectiveness of the current Wise Move scheme.

#### 11.6 Approval is sought for:

- a) Use of Southampton City Council ‘ECO and Green Deal Delivery Scheme’ Framework (as set out in 11.2d)
- b) Updating the Disposal Threshold (as set out in 11.2b)
- c) Wise Move scheme incentive payment to be increased from £1,000 to £2,500 for a period of 12 months. (as set out in 11.2i)

## 12 OTHER OPTIONS CONSIDERED AND REJECTED

### 12.1 None

#### BACKGROUND DOCUMENTS:-

##### Previous Committee Reports:-

CAB2866(HSG) – Housing Asset Management Strategy – 23 November 2016

CAB2791 (HSG) – Developing a Housing Asset Management Strategy – 22 March 2016

CAB2988 (HSG) - Sheltered Housing – Tenant Scrutiny Review – 22 November 2017

Garage report – included in the Housing Revenue Account Budget 2018/19 report  
CAB3016(HSG) – 31 January 2018.

CAB2990 (HSG) – Establishing a Housing Company

Other Background Documents:-

CAB3016(HSG) HRA 2018/19 Budget and Business Plan, 31 January 2018.

CAB3054(HSG) - Future of Homelessness Services and Support In Winchester

APPENDICES:

Appendix 1 - Asset Management Strategy - Appendix 1 –progress update

Appendix 2 - Asset Management Strategy – Action Plan 2018 - 2019

**Asset Management Strategy – Action Plan – Progress**  
CAB2866(HSG) 23 November 2016 – Appendix 1

**Issue – Stock Condition**

Action	Task	Target Date	Status
Maintain decent homes.	Bring all “non-decent” stock back in line with Decent Homes standard –	March 2017	Completed Ongoing annual target. Work programmes are in place to maintain standard
	Deliver annual Repairs Programme in line with key priorities and maintaining 0% “non decency”.	Annually	On target Annual performance target on the Outturn report. Looking to utilise opportunities to progress future work earlier to achieve decency ahead of deadline.
Ensure asset management databases are accurate and up to date.	Update stock condition information in detail taking account of all repairs completed and additional surveys.	Ongoing	Completed Monthly process, forms part of business as usual activities.
	Implement a 5 year cycle of external surveys of all assets to review, validate or update stock condition data for each property	April 2017	Completed Annual process, forms part of business as usual activities
	Rationalise property data held on the Orchard and Keystone systems. [And implement an Orchard/Keystone Property Interface to semi-automate and maintain this position].	July 2017	Completed - overarching stock match and review of definitions. Finer detail matching in progress. Monthly meetings to complete next stage of reconciliation. Target date for reconciliation of finer detail September 2018
Achieve value for money for procured services	To complete a review of all Housing maintenance procurement and to develop a clear procurement strategy for Housing maintenance, improvement and development	Oct 2017	HQN commissioned to undertake independent and objective review of Property Services procurement practices. Report expected June 2018 Recommendations will inform Property Services Service Plan and Asset Management Strategy Actions

**Issue – Managing HRA Assets**

Action	Task	Target Date	Status
Tackling stock with lower than average energy rating	Agree approach based on independent energy surveys to highlight the options for improving energy efficiency and cost against the potential gain in energy rating.	July 2017	<p>Detailed property investigations have been completed. Results below</p> <ul style="list-style-type: none"> <li>• 30 properties identified as 'E and below' plus 8 where the tenants refused access for EPC.</li> <li>• 13 of 30 tenants have refused energy related works.</li> <li>• All but £44k of work required to achieve 'D' ratings are already included in next 5-yr maintenance budget forecast.</li> <li>• Within the 38 are 15 'Swedish' style non-traditional build structure's (those with EPCs recommend improving External Wall Insulation / room in roof insulation to achieve D+).</li> </ul> <p>Currently looking at options</p> <ul style="list-style-type: none"> <li>• Leave works to be completed as part of planned programme</li> <li>• Grant opportunities – whether WCC meet criteria for grant funding to contribute to costs of External Wall Insulation</li> </ul>
Option appraisal process	Quarterly Housing Asset Management Group meeting to review the Asset Group lists in conjunction with the Disposal and Land List.	Quarterly	Completed Quarterly process, forms part of business as usual activities. Outcomes recorded in meeting notes.
	Determine the triggers which allocate assets into the option groups for disposal, to retain & reinvest, for change of use, etc –	April 2017	Completed Quarterly process, forms part of business as usual activities. Outcomes recorded in meeting notes. Guidance Notes will be developed when required
	Determine the level of stakeholder consultation appropriate for each asset evaluation.	Ongoing	Completed Quarterly process, forms part of business as usual activities. Outcomes recorded in meeting notes.
Ensuring the sheltered offer is fit for	Improve communal areas at Hyde Lodge and Godson House, Winchester and Greens Close, Bishops Waltham	March 2017	Complete

purpose to meet the needs and aspirations of an ageing population	Improve communal areas at Makins Court, New Alresford and Mildmay Court, Winchester	March 2018	Mildmay complete. Makins target date April 2018. Makins delayed due to procurement review. Revised target date of July 2018.
	Review the suitability of the following schemes for long term sheltered housing: Eastacre, Lawn House and King Harold Ct, Winchester, Whitewings, Denmead	Dec 2017	Future of all schemes will form part of a Review of Sheltered in Housing Mgt Service Plan
	Subject to a review of future use, to upgrade communal facilities at Eastacre, King Harold Court	March 2019	as above
	Subject to Planning and consultation, to convert communal facilities at following schemes to dwellings: Colson Close, Winchester, Spring Hse Close, Colden Common and Harwood Place, Kingsworthy The Valley and Drummond Close, Stanmore, Penton Place, Highcliffe and Chiltern Ct, New Alresford Symonds Court and Chester Ct, Winchester	July 2017 March 2018 March 2019	2017 Programme Completed <ul style="list-style-type: none"> <li>• Spring House Close</li> <li>• Colson Close</li> <li>• Harwood place</li> <li>• The Valley, Common Room</li> </ul> 2018/19 programme <ul style="list-style-type: none"> <li>• Drummond –Completed April 2018.</li> <li>• Chiltern Crt – consultation completed, survey requested</li> <li>• Chester – consultation completed, survey requested</li> <li>• Symonds Close – consultation completed, survey requested</li> <li>• Penton Place – dependant on securing an alternative location for Basics Bank</li> </ul>

**Issue – Disposal**

Action	Task	Target Date	Status
Maintain and manage the Disposal List	Review Disposal Policy in light of future Government announcements re “Higher Value Voids”	March 2018	No further action at this stage This policy, initially proposed by the Government in 2016, has been postponed for 2018/19 and is now widely expected to not be introduced at all. Cabinet (HSG) Committee approval given (31.01.18) to Council to allow the release of funds amassed in readiness to meet the levy to help support the new build programme where necessary.

CAB3053(HSG)

Market Prospect House and 75 Middle Brook St, Winchester for sale ( <i>approved at cttee 24.01.16</i> )	March 2017	Completed – Middle Brook St – sold. Prospect Hse sold subject to contract.
Sell those properties meeting the higher value threshold when they become void	Ongoing	Policy updated Asset Management Group 23.08.17 - policy agreed only sell if good business case to do so on the basis of no further Government guidance received.
Review asset values of rural family homes and all properties valued near to existing thresholds	July 2017	No further work until clearer govt. guidance on the potential sale of high value properties is received.
Obtain outline planning permission, subject to survey on Hambledon sites (x2) and central Winchester sites (x2)	March 2017	Hambledon – on hold while complications around flooding resolved. Water Lane/Beggars Lane - sold subject to contract.
Subject to above, to market land for disposal	May 2017	see above
Ongoing Review of all land assets to further develop list of potential high value plots.	Oct 2017	Process forms part of business as usual activities. Action will be progressed once securing additional team resources finalised.
Undertake feasibility study/impact assessment of potential to dispose of garages on existing use basis	Oct 2017	Complete Details set out in Committee Report 22.11.17
Determine long term use of ex-scheme manager accommodation/Central Control offices at Hyde Lodge	Dec 2017	Pended following outcome of Sheltered review and Chesil Lodge becoming operational. New target date to be set by the ASM Group
Review/re-invigorate Wisemove Incentive scheme to encourage tenants to move out of higher value properties	Oct 2017	Review & produce report for Cabinet decision by March 19

**Issue – Development**

Action	Task	Target Date	Status
Maintain a Register of Sites with	Clarify the approach to identifying land dotted around the district which has development potential.	July 2017	Process forms part of .business as usual activities. Action will be progressed once securing additional team resources finalised.

Development potential	Complete review of development potential of all garage sites	March 2018	Complete. No new sites identified. Review of general use policy in Housing Service Plan
Review Regeneration Opportunities	To review the long term future use/development feasibility of low density housing schemes including Eastacre and King Harold Ct, Winchester and Whitewings, Denmead	March 2018	Eastacre – work to inform the options appraisal commenced. King Harold Court - no further action. White wings – scheduled for discussion post sheltered review.
	To review the regeneration potential of non traditional housing schemes, where housing density is low.	March 2019	Carried over to 2018-2019 Action Plan

**Issue – Estate Improvement**

Action	Task	Target Date	Status
Deliver programme of Estate Improvements	Review impact of programme to date and update nomination process	Oct 2017	Delayed due to Estate Improvement Officer post vacancy. Will be progressed once new post holder in place
	Review potential of Joint funded schemes to address wider neighbourhoods (Town Forum/other partners)	Oct 2017	No schemes proposed until recently. Target date to complete review – tbd by ASM Group

**Issue – Consultation**

Action	Task	Target Date	Status
Taking Account of Tenant Opinion	Test opinion of key priorities through STAR survey	Bi-Annually	Complete Biennial process forms part of .business as usual activities.
	Further test tenant aspirations through targeted focus groups/tenant scrutiny	March 2018	Complete New homes Team collecting views through focus groups (summer 2017) with younger households and surveys of new tenants a business as usual activity and used to inform Housing Strategy.

**Issue – Supported Housing**

<b>Action</b>	<b>Task</b>	<b>Target Date</b>	<b>Status</b>
Ensure Appropriate amount of temporary accommodation	Determine future occupation of Council property by supported housing projects	Oct 2017	In progress Current discussions with Two Saints to introduce a Housing First model of provision in Autumn 18. Financial models to be agreed.
	Review demand in light of first year occupancy of Milford House and rationalise use of existing temporary accommodation.	March 2018	Completed Asset Management Group notes 23.08.17 – Records that profile has changed and unit will be used to address new Homeless Reduction Act agenda



**Asset Management Strategy – Action Plan 2018 - 2019****Issue – Stock Condition**

Action	Task	Target Date	Progress (Commentary to be added quarterly)
Maintain decent homes.	Bring all “non-decent” stock back in line with Decent Homes standard –	Annually	
	Deliver annual Repairs Programme in line with key priorities and maintaining 0% “non decency”.	Annually	
Ensure asset management databases are accurate and up to date.	Rationalise property data held on the Orchard and Keystone systems. [And implement an Orchard/Keystone Property Interface to semi-automate and maintain this position].	Sept 2018	
Achieve value for money for procured services	To complete a review of all Housing maintenance procurement and to develop a clear procurement strategy for Housing maintenance, improvement and development	Oct 2018	

**Issue – Managing HRA Assets**

Action	Task	Target Date	Progress (Commentary to be added quarterly)
Tackling stock with lower than average energy rating	Agree approach based on independent energy surveys to highlight the options for improving energy efficiency and cost against the potential gain in energy rating.	Dec 2018	

Maintain and manage the Disposal List	Determine long term use of ex-scheme manager accommodation/Central Control offices at Hyde Lodge	March 2019	
Garages	Ensure those with development potential not transferred to General Fund	Quarterly	
	Carry out review of garage use	Sept 2018	
Downsizing Scheme	Review the current downsizing incentive scheme with a view to increasing the number of moves freeing up larger properties.	March 2019	
Option appraisal process	<p>Quarterly Housing Asset Management Group meeting to review</p> <ul style="list-style-type: none"> <li>• the Asset Group lists in conjunction with the Disposal and Land List.</li> <li>• Determine the triggers which allocate assets into the option groups for disposal, to retain &amp; reinvest, for change of use</li> <li>• Determine the level of stakeholder consultation appropriate for each asset evaluation</li> </ul>	Quarterly	Outcomes recorded in meeting notes.
Ensuring the sheltered offer is fit for purpose to meet the needs and aspirations of an ageing population	In response to Sheltered Scrutiny – carry out a review Sheltered Housing on a site by site basis. Report recommendations to committee	March 2019	
	<i>Depending on outcome of the above</i> Improve communal areas at Makins Court, New Alresford and King Harold Court, Winchester	March 2019	
	<i>Depending on the outcome of the above</i> Subject to Planning and consultation, to convert communal facilities at following schemes to dwellings: Penton Place, Highcliffe and Chiltern Ct, New Alresford, Symonds Court and Chester Ct, Winchester	March 2019	

**Issue – Development**

Action	Task	Target Date	Progress (Commentary to be added quarterly)
Maintain a Register of Sites with Development potential	Clarify the approach to identifying land dotted around the district which has development potential.	March 2019	
Review Regeneration Opportunities	To review the long term future use/development feasibility of low density housing schemes	March 2019	
	To review the regeneration potential of non traditional housing schemes, where housing density is low.	March 2019	

**Issue – Estate Improvement**

Action	Task	Target Date	Progress (Commentary to be added quarterly)
Deliver programme of Estate Improvements	Review impact of programme to date and update nomination process.	March 2019	

**Issue – Supported Housing**

Action	Task	Target Date	Progress (Commentary to be added quarterly)
Ensure Appropriate amount of	Determine future occupation of Council property by supported housing projects	March 2019	

temporary accommodation	Review Temporary Accommodation provision in light of <ul style="list-style-type: none"><li>• demand</li><li>• impact of the Homeless' Reduction Act 2018</li></ul>	March 2019	
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