

**HRA Asset Management Plan**  
**Action plan**

No.	Action	Priority	Budget	Responsible person	Start date	Completion date
1	Develop and implement management plans for each compliance area	High	Nil	Housing Asset Manager	Dec-22	Apr-23
2	Add all areas of compliance to Northgate to ensure effective compliance monitoring, tracking and reporting	Medium	Nil	Compliance Officer	Sep-22	Mar-23
3	Create Building Safety Files, prioritising sheltered schemes first	Medium	Negligible	Compliance Officer	Apr-23	Jun-23
4	Commission a rolling stock condition survey for the life of this plan, ensuring that stock condition data is uploaded into Northgate and informs the annual review of the asset management plan.	Low	£30,000 p/a	Housing Asset Manager	Dec-22	Mar-23
5	Commission an intrusive structural survey of all non traditional homes to inform future business and investment planning	Low	£225,000	Housing Asset Manager	Dec-22	Mar-23
6	Develop a strategy for future investment and / or disposal or redevelopment requirements for non-traditional homes	Low	Nil	Housing Asset Manager	Apr-23	Sep-23
7	Commission an analysis of energy efficiency data to inform a future strategy and investment plan to improve the carbon efficiency of council homes.	Medium	£30,000	Housing Asset Manager	Dec-22	Mar-23
8	Develop a five year investment plan to inform future investment in the stock	Medium	Nil	Housing Asset Manager	Jul-23	Sep-23
9	Benchmark against other authorities planned works to drive value for money and service improvements	Low	Nil	Housing Asset Manager	Apr-23	Ongoing
10	Re-procure heating install and servicing contract in 2023, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	High	£500,000 p/a	Senior Surveyor	Sep-22	Jun-23
11	Re-procure kitchen contract in 2025, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	Low	As budget profile	Planned Maintenance Officer	Apr-25	Mar-26
12	Re-procure bathroom contract in 2025, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	Low	As budget profile	Planned Maintenance Officer	Apr-25	Mar-26
13	Procure a cyclical decoration contract in 2022, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	Medium	£100,000 p/a	Planned Maintenance Officer	Sep-22	Mar-23
14	Commission a full stock condition survey of garages to inform a detailed understanding of investment requirements, and options for redevelopment or disposal.	Medium	£8,000	Housing Asset Manager	Sep-22	Mar-22
15	Develop a strategy for future investment and / or disposal or redevelopment requirements for garages within the councils Housing Revenue Account	Medium	Nil	Housing Asset Manager	Apr-23	Mar-24
16	Consult with residents to seek feedback on the demand for outbuildings and develop a plan for future investment, maintenance, disposal or redevelopment requirements for outbuildings within the councils Housing Revenue Account	Medium	Nil	Housing Asset Manager	Sep-22	Mar-23
17	Working with teams and wider partners, develop a strategy and business case for the Fairmead Estate	Medium	?	Housing Asset Manager	Apr-23	Mar-24
18	Through resident and stakeholder engagement, develop a mechanism to define and prioritise enhancements within housing estates	Low	Nil	Housing Asset Manager	Apr-23	Mar-24
19	Re-procure roofing contract in 2025, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	Low	As budget profile	Planned Maintenance Officer	Apr-25	Mar-26
20	Reprocure Aids and Adaptations Contract in 2025, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.	Low	As budget profile	Planned Maintenance Officer	Apr-25	Mar-26
21	Undertake joint project with corporate assets to determine ownership and future use of each asset	Medium	Nil	Housing Asset Manager	Apr-23	Mar-24
22	Complete the digital lifeline project	Medium	£25,000	Community Policy Officer	Apr-22	Mar-23
23	Commence a programme of bathroom facilities improvements in the flats at Gretton Court through a combination of work at void stage and in tenanted properties where tenants request it in order to achieve decent homes standard	Medium	£400,000 (inc in five year capital programme)	Housing Asset Manager	Apr-23	Mar-25
24	Complete and adopt the consultation toolkit	High	Nil	Housing Asset Manager	Sep-22	Mar-23

No.	Action	Priority	Budget	Responsible person	Start date	Completion date
25	<i>Procure contracts for outstanding response repair services ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.</i>	Medium	Various	Housing Asset Manager	Apr-23	Sep-24
26	<i>Review the Responsive Repairs Contract and future requirements, ensuring that the contract enables the council to achieve the commitments set out within the Asset Management Plan.</i>	Low	£1,000,000 p/a	Senior Surveyor	Apr-23	Aug-23
27	<i>Monitor progress of void contract to determine if contract requirements are being met</i>	Medium	Nil	Senior Surveyor	Sep-22	Apr-23
28	<i>Carry out an annual review of the void capital budget and reduce / remove as appropriate</i>	Low	Nil	Housing Asset Manager	Sep-23	Sep-23
29	<i>Develop and implement a policy relating to recharging tenants</i>	Medium	Nil	Housing Asset Manager	Sep-22	Apr-23
30	<i>Communicate with tenants to clearly define terminology and standards and ensure information is accessible, easy to understand and that our tenants can hold us to account.</i>	Low	Nil	Tenant Engagement Lead	Ongoing	
31	<i>Develop an affordable strategy for improving the carbon efficiency of council homes including associated investment plan and opportunities to secure external funding.</i>	Medium	Nil	Housing Asset Manager	Apr-23	Sep-23