

HRA Reform Project Dashboard – July 2011  
Phase 1: Policy & Priority & Development of Outline Business Case



Status Of Project		Last Report	This Report	Comments
<b>HRA Reform – Phase 1</b>		<b>G</b>	<b>G</b>	
Status by Key Project Activities for Phase 1	Workstream Lead	Last Report	This Report	Comments
<b>1. Treasury Management</b>	Maggie Hammond	<b>G</b>	<b>G</b>	
<b>2. Data Checking</b>	Fiona Gudge	<b>G</b>	<b>G</b>	
<b>3. Financial Control &amp; Reporting</b>	Paul Fitzgerald	<b>G</b>	<b>A</b>	Progress is behind schedule on HRA Coding Structure.
<b>4. Affordable Housing</b>	Martin Daly	<b>G</b>	<b>A</b>	Delay in receiving information required for GIS Mapping.
<b>5. Policies/Best Practice</b>	Martin Price	<b>G</b>	<b>G</b>	
<b>6. Income Management</b>	Stephen Boland	<b>G</b>	<b>G</b>	
<b>7. Business Plan</b>	Stephen Boland	<b>G</b>	<b>G</b>	
<b>8. Stakeholder Engagement</b>	Martin Price	<b>G</b>	<b>G</b>	
<b>9. Assets</b>	Phil Webb	<b>G</b>	<b>G</b>	
<b>10. Baselineing/Benchmarking</b>	Stephen Boland	<b>G</b>	<b>G</b>	

Key	
<b>Red</b>	Unsatisfactory progress – milestones & timescales not being met corrective action or re-plan required
<b>Amber</b>	Issues against some milestones but remedial action will keep project under control overall
<b>Green</b>	All milestones being met & project on target/completed

Key Accomplishments LAST Period
<p><b>Treasury Management –</b></p> <ul style="list-style-type: none"> <li>Maggie Hammond has attended two workshops with Arlingclose (Treasury Management Advisors) on HRA funding and alternatives to the Public Works Loan Board (PWLB) Both workshops were interesting and will inform the report Maggie is producing due on the 2<sup>nd</sup> August.</li> </ul> <p><b>Financial Control &amp; Reporting –</b></p> <ul style="list-style-type: none"> <li>Additional resources are now secured for HRA Coding Structure; Adrian Rutter will be the lead finance contact on the delivery of this work.</li> </ul> <p><b>Policies/Best Practice</b></p> <ul style="list-style-type: none"> <li>Initial findings on relevant good practice and HRA reform policies reported to the project group.</li> </ul> <p><b>Business Plan –</b></p> <ul style="list-style-type: none"> <li>Programme and timetable of actions and events agreed with Savills to ensure completion of business plan project.</li> <li>Structure of the business plan document has been agreed.</li> <li>'Strategic Tenancy Policy' for Somerset was discussed at a County wide project group meeting – TDBC is awaiting further information and determinations from Somerset Strategic Housing Officers Group (SSHOG) on this.</li> </ul>

- HRA Business Plan Model (Savills) discussed and agreement has been reached to purchase the model.
- Cathy Osborn from Savills attended the Tenant Services Management Board on the 21<sup>st</sup> July to provide a briefing and discussion session on the HRA Reform project and business plan.

**Assets -**

- 30 year Investment Plan draft is now with Savills to feed into the business plan.
- The Draft Asset Management Strategy has been introduced to the Tenant Services Management Board for feedback.

**Baselining/Benchmarking –**

- A Meeting with Business Support and Financial Advisory Service was held and agreement reached on a series of meetings between July and the end of August to ensure successful completion of Housemark E-form.
- 25% of the Housemark E -Form on data collection has been completed to date.

**Key Activities NEXT Period**

**Treasury Management –**

- Completion of a list of borrowing options including rates and other borrowing terms and conditions due 2<sup>nd</sup> August.

**Financial Control & Reporting –**

- The MTFP Model needs to be updated to incorporate features from the General Fund Model, taking a simplified approach but learning from HQN model used for self financing modeling.
- Adrian Rutter to commence work on key deliverables within the finance workstream, working with others in finance and housing.
- Continue to support financial modeling work by Savills for the Business Plan.

**Affordable Housing –**

- Remedial action required to access information to map on GIS location, the extent and timing of potential HRA disposals for affordable housing.

**Income Management –**

- Undertake further research work into Income Policy and Rent Policy

**Business Plan –**

- Cathy Osborn is attending a Councillor Awareness session on the 1<sup>st</sup> August to provide a briefing and discussion session on the HRA Reform project and business plan.
- Cathy Osborn is attending Community Scrutiny on the 2<sup>nd</sup> August to provide a briefing and discussion session on the HRA Reform project and business plan.

**Stakeholder Engagement –**

- Link HRA Reform project consultation with business plan consultation to be held in September.

**Assets –**

- Review and update Asset Management Strategy and revise figures as may become necessary.

**Baselining/Benchmarking –**

- Business Support and Financial Advisory Service continue to work on Housemark E-Form

**Issues**

**Business Plan –**

- It has been identified that we need to undertake more detailed work re: quality of our stock condition data. Managers continue to work with Savills on agreeing our next steps forward. Stock condition data is a key component of our business planning process.