

Scheme Development Standards

FIFTH EDITION
APRIL 2003



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Scheme Development Standards

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Cover: Photograph: Alastair Nisbet. Off-site manufactured units by *Greenfield Way* are assembled at a East Dorset Housing Association development in Bovington, Dorset

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Introduction

STRUCTURE

This April 2003 update of ‘Scheme Development Standards’(SDS) takes the opportunity to restructure the layout of the document. In the previous edition SDS was set out in two distinct parts; Part A dealing with quality, certifications and probity and Part B dealing with further considerations relating to policies and procedures implemented by individual housing associations (HAs) on both development and maintenance issues.

The previous coverage under Part A is largely retained in this version, whereas the previous coverage under Part B is no longer included. Part B is no longer appropriate in the light of the introduction of the new Regulatory Code and recent changes in the Regulatory function. All issues of probity of procurement will now be dealt with as part of the Regulatory framework and are no longer specifically covered in SDS.

This version also incorporates changes based upon recent Building Regulation amendments relating to energy efficiency. Similarly, the opportunity has been taken to introduce some other minor changes. A listing of the sections which have been amended has been incorporated.

Scheme Development Standards (SDS) now concentrates upon design and quality issues relating to individual schemes and procedural compliance issues. These issues will be audited as part of the Corporation’s ‘Compliance Audit’ programme.

PURPOSE

The SDS sets out the Corporation’s requirements and recommendations for all housing projects which receive Social Housing Grant (SHG). It is a guide for HAs and their consultants. It is also the basis upon which the Corporation will assess HAs’ performance on developing housing projects.

The SDS is not intended to be used as part of any ‘Employers Requirements’ within a contractual framework. Many aspects of the requirements need reference to other published guidelines to ensure proper interpretation. HAs should ensure that their specific interpretations are properly communicated to their partners. If HAs intend to refer to quality aspects contained in ‘Section 1 Quality of housing’ within a contractual framework they should ensure that their intended interpretations accompany any such reference.

The standards set out in this version (April 2003) of the SDS supersede those previously set out in August 2000. The revised standards will apply to all schemes subject to audit after 31 March 2003. However, due account will be taken by the Corporation of the stage of planning and design reached by 31 March 2003 on schemes which fail to meet the new standards.

Where evidence exists that scheme planning and design were significantly advanced prior to the promulgation of the April 2003 version of the SDS, and that full compliance would have entailed significant additional costs, failure to attain the new standards will not trigger an adverse audit finding so long as the resultant accommodation complies with the previously specified standards and is appropriate for the intended use. Where such

schemes exceed the essential criteria, as outlined in the new standards, enhanced quality assessments will apply.

FORMAT

The introduction to each section sets out the scope of the standards and explains their applicability to different types of project. The compliance tests included in the standards cover a wide range of scheme types, therefore some of the individual tests will not apply to all schemes. Similarly, some tests are more appropriate to particular user groups.

The SDS contains a series of question-type prompts. These are included to ensure that HAs specifically consider particular design, policy and procedural points. The use of question-marks does not denote that items are optional. HAs will find the tests of compliance and performance useful for their own internal audit controls and should ensure that all points are addressed in their design briefs, procedures and practices.

PLANNING FOR CHANGE

Over the past four years the Corporation has strongly encouraged HAs and their partners to help change the way in which the social housing sector of the construction industry operates. In taking forward the culture of change set out in the Sir John Egan led Construction Task Force report 'Rethinking Construction' and the follow up report 'Accelerating Change' many HAs have placed themselves at the forefront of innovation, providing the necessary client lead in forming partnerships in the search for quality based solutions and continuous improvement.

Continuous improvement is a driver for change. The Corporation recognises this and HAs wishing to receive Social Housing Grant (SHG) allocations for new developments post-2003/2004 involving significant construction costs must have registered for and be actively pursuing either 'Client's Charter' status or 'Mini-Charter' status.

An increased emphasis on design and the quality of the the whole living environment is a theme which will be increasingly pursued by the Corporation over the next few years. The range of tenure types now underpinning sustainable developments dictates the need for greater consistency in design standards over the tenures. The best elements of design from both social and private sectors should also increasingly merge to ensure that homes are equally suitable for both sectors, whether for rent or sale.

We have developed new working partnerships with both English Partnerships and the Commission for Architecture and the Built Environment (CABE) and this is already leading to improved performance and innovative housing approaches. CABE is presently working with several HAs in an 'enabling' role and is also involved in providing advice on the preservation of good design in conjunction with modern methods of construction.

Section 1: Quality of housing

The prime expectation of HAs in relation to quality of housing can be simply defined as “HAs should produce appropriate good quality housing to meet identified needs”

Six basic standards underpin the achievement of this prime expectation. In determining the extent to which this prime expectation has been met the Housing Corporation will assess achievement against the following standards:		
1.1	External environment <ul style="list-style-type: none"> · Location and layout · Vehicular access · Parking 	(pages 8–9)
1.2	Internal environment <ul style="list-style-type: none"> · Generally · Communal areas and landings · Housing for the elderly · Supported housing (self-contained) · Communal facilities — elderly and supported housing (self-contained) · Frail elderly · Shared housing and shared supported housing 	(pages 10–14)
1.3	Accessibility <ul style="list-style-type: none"> · Generally · Housing for wheelchair users 	(pages 15–18)
1.4	Safety and security <ul style="list-style-type: none"> · Safety · Security 	(pages 19–20)
1.5	Energy efficiency, environmental sustainability and noise abatement <ul style="list-style-type: none"> · Energy efficiency measures · Environmental sustainability · Noise abatement 	(pages 21–22)
1.6	Maintainability, durability and adaptability <ul style="list-style-type: none"> · Maintainability · Durability · Adaptability 	(pages 23–24)
Separate considerations apply to schemes designated as Temporary Social Housing.		
1.7	Temporary social housing: 2–14 year leases	(pages 25–26)
1.8	Temporary social housing: 15–29 year leases	(page 27)

Compliance testing

In addressing the extent to which HAs fulfil these standards, the Housing Corporation will apply a series of tests. These tests, which will be applied during the compliance audit process, are set out in detail. Wherever possible standards are assessed against recognised and readily available published guidelines. These guidelines, full details of which are set out at the back of this publication, are noted within relevant sections.

Criteria considered by the Housing Corporation to be essential are listed within the various sections under the heading ‘Test of compliance — essential items’.

Essential items listed in this document and relevant chapters of other published guidelines referred to are linked only to the extent that the other guidance clarifies the essential items. It is not intended that the SDS should be interpreted as including all requirements and recommendations covered in the other published guidelines cited.

The descriptions of the tests of compliance for essential items within the quality section of SDS are necessarily brief; normally only one line of text. They are intended as design prompts only. They are not intended to represent a full description or specification of items in sufficient detail to satisfy the headline criterion without further consideration. HAs and their partners should ensure that, when prompted by tests of compliance or tests of performance, they adopt solutions that are sensible and fully appropriate for the intended user group. (www.housing.org.uk/uploads/documents/14/nrdv2003br06.pdf)

Additional criteria recommended by the Housing Corporation as factors which HAs should consider to enhance development performance are listed under the heading ‘Tests of performance — recommended items’.

Those HAs which incorporate enhanced criteria as a regular feature of their schemes will achieve enhanced quality assessments. Such enhanced assessments will be reflected in the HA’s compliance audit results and may find influence in the allocation process.

Details of where to obtain publications or other guidance referred to may be found in the ‘Further Guidance’ section of this document.

Applicability

Housing for rent

Housing for rent schemes should meet the standards specified as ‘essential items’ as a condition of receipt of SHG, unless:

- a) in the case of new build schemes (including off-the-shelf and works only) it can demonstrate that:
 - i) waivers have been obtained from the relevant local office of the Housing Corporation;
 - or
 - ii) planning constraints can be shown to prevent adoption of the required feature;

or

- b) in the case of rehabilitation schemes (including existing satisfactory, purchase and repair, works only and re-improvements), the HA can demonstrate that:
- i) it has properly considered full compliance with Section 1: Quality of housing but the costs of compliance were shown to be disproportionate to the benefits achievable;
 - and
 - ii) the resultant dwellings were, after due consideration, regarded as suitable for the intended user groups.

Grant aided housing provided by way of Town and Country Planning Act 1990, Section 106 agreements will be expected to comply with the quality aspects of the SDS. Waivers relating to quality aspects will be considered in exceptional cases only by the local Corporation office.

Housing for sale

Housing for sale schemes funded by the Housing Corporation do not currently need to fulfil the standards specified as 'essential items' as a condition of receipt of SHG. However, in keeping with increased emphasis on good design and consistency outlined under 'Planning for change' on page 2, the Housing Corporation is looking to merge the standards for all new developments from 2004/2005 onwards following discussions with interested parties.

In the meantime, housing for sale schemes which not only provide marketability but also voluntarily meet the specified 'essential items' will receive enhanced quality assessments. This will be reflected in the HA's compliance audit results and may find influence in the allocation process.

Classification of accommodation

In order to differentiate between different types of accommodation to which differing tests of compliance apply, accommodation other than for general needs is conveniently classified as follows:

- a) Housing for the elderly
Comprising:
 - Category 1 — Self contained accommodation for the more active elderly, which may include an element of warden and/or call support and/or additional communal facilities.
 - Category 2 — Self-contained accommodation for the less active elderly, which includes warden or 24 hour peripatetic cover and the full range of communal facilities.
 - Frail elderly — Extra Care supported accommodation, which may be either shared or self contained, for frail older persons. Includes warden or 24 hour emergency care, the full range of communal facilities, plus additional special features, including wheelchair user environments and supportive management.

- b) Shared housing
Accommodation predominantly for single persons, which includes a degree of sharing between tenants of some facilities (e.g. kitchens, bathrooms, living room) and may include an element of support and/or additional communal facilities.

- c) **Supported housing**
Accommodation, which may be either shared or self-contained, designed to meet the special needs of particular user groups (see the Housing Corporation's 'Guide to Supported Housing') and which includes supportive management and may also include additional communal facilities.
- d) **Housing for wheelchair users**
Accommodation, which may be either shared or self-contained, designed for independent living by physically disabled people and wheelchair users. Where such accommodation is incorporated within schemes containing communal facilities, an appropriate proportion of all such facilities should be wheelchair accessible.
- e) **Communal facilities**
Ancillary communal accommodation, the range of which comprises:
- Common room — consisting of common room/s of adequate size to accommodate tenants and occasional visitors, chair storage and kitchenette for tea-making.
 - Associated communal facilities — consisting of warden's office, warden call facility, laundry room and guest room.

Housing Quality Indicators (HQIs)

Since 1996 the Corporation, in conjunction with the Office of the Deputy Prime Minister (ODPM), have been pursuing the development of HQIs. The HQI system has been developed as a measurement and assessment tool designed to allow potential and existing housing schemes to be evaluated on the basis of quality rather than simply of cost. HQIs allow an assessment of quality of key features of a housing project in three main categories: location, design and performance.

Since August 1998 the use of HQIs has been a recommended item within the Corporation's published 'Scheme Development Standards (SDS)'. Subsequently, the trained use of HQIs became one of the Corporation's proxies for 'Egan compliance'.

In late 1999 DEGW were commissioned by the ODPM to conduct a series of pilot trials of the HQI system. HQI assessments were carried out on 31 housing developments of various sizes and types, and from all housing sectors. The results of the trials demonstrate that the HQI system is an accurate and flexible assessment tool, which can be applied to all housing types.

The August 2000 version of the SDS required HQIs to be used on all new developments utilising social housing grant from April 2001. Version 2 of HQIs, reflecting feedback from the live piloting, was introduced by the ODPM in late 2000. In addition, from 1st April 2001, HAs were required by the Corporation to submit HQI data as schemes proceed, to a dedicated national database www.hqiuk.com managed on behalf of the Corporation by the Building Research Establishment (BRE).

"Good design is an essential feature in the achievement of Value for Money" (an extract from H M Treasury Procurement Guidance on VFM). The HQI system is expected to become an important tool in the measurement, benchmarking, assessment and continuous improvement in VFM.

Headline HQI data is now available from the www.hqiuk.com website for HAs to use as benchmarks to assist in achieving improved design performance. HQI data based upon over 1,100 submissions were available as at April 2003. When a statistically significant sample sufficient to determine quality profiles of the full range of housing produced is available the Corporation will consider whether the quality aspects of products can be better determined by prescribed ranges of HQI, rather than detailed quality criteria.

Currently a combined overall HQI score of between 60–65 appears readily achievable on Newbuild schemes and between 50–55 on rehabilitation schemes. The highest scoring HAs are achieving HQI scores of 85 for newbuild and 78 for rehabilitation schemes.

In assessing HQI scores it is important to focus on the individual profiles within the overall scores. Of the ten profiles, those for 'Unit size' and 'Unit layout' are particularly relevant and scores of 50 and 55 respectively appear readily achievable. The highest scoring HAs are achieving 'Unit size' scores of 90 and 'Unit layout' scores of 90 for newbuild schemes. For rehabilitation schemes the 'Unit layout' high scores are somewhat lower at 75.

HAs are required to undertake HQI assessments on schemes at initial design stage. As the design develops the HQI assessment may change accordingly. At these stages the HQIs profiles are aspirational. Only after completion can the HQIs be regarded as final. HQI data submission to the national database should take place throughout the development of schemes in order to ensure that the data properly reflects the design at any particular stage. The results should inform design aspects of future schemes.

1.1 **External environment**

1.1.1	Location, site layout and building orientation should provide a convenient, safe and attractive environment which provides visual and acoustic privacy.
1.1.1.1	<p>Tests of compliance — essential items:</p> <p>Location convenient for:</p> <ul style="list-style-type: none"> · healthcare facilities/doctor's surgery? · local retail — food and general? · post office and public telephone? · automatic banking machine/bank? · pre-school/nursery/primary school/secondary school? · play facilities: 5–12 year olds and over 12 year olds? · park/public open space? · public transport: bus, tram, train, or underground? · major commercial centre? · leisure/sports facilities?
1.1.1.2	Development integrated with the surrounding streets, area and aspects?
1.1.1.3	Aesthetically the buildings are compatible with and/or enhance the environment?
1.1.1.4	Clear delineation of public space, community space and private space?
1.1.1.5	Public spaces within the project connected via clear well lit paved routes?
1.1.1.6	Orientation and dwelling grouping enhances occupant privacy and noise protection?
1.1.1.7	Refuse areas convenient, accessible, robust and inconspicuous
1.1.1.8	Appropriately located play areas suitable for a range of age groups are provided?
1.1.1.9	Suitable and sustainable soft and/or hard landscaping areas provided?
1.1.1.10	Suitable hard paved drying area with firm even access and drying facilities provided?
1.1.1.11	Lockable external stores/sheds provided for dwelling occupants?
1.1.1.12	A canopy, porch or recess (with illumination) provides shelter to the dwelling main entrance?
1.1.1.13	Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com
	Tests of performance — recommended items:
1.1.1.14	Withdrawn (covered by 1.1.1.17)
1.1.1.15	Withdrawn (covered by 1.1.1.17)
1.1.1.16	Density considerations outlined in the 'Urban Design Compendium' adopted?
1.1.1.17	Advice on visual impact of high profile schemes sought from the Commission for Architecture and the Built Environment?
1.1.1.18	Housing Quality Indicators (HQI) target profiles for the scheme determined prior to scheme design?

1.1.2	Private vehicular access together with suitable access and turning for emergency, public utility and other large service vehicles should be provided.
	Tests of compliance — essential items:
1.1.2.1	Vehicular access convenient for deliveries and public services?
1.1.2.2	Road designs and layouts planned to restrict vehicle speeds?
1.1.2.3	Where shared (pedestrian and vehicle) surface roads (private and service vehicular access) are used no more than 25 dwellings in a cul-de-sac are served?
1.1.2.4	Shared driveways (designed for private access only) do not serve more than 5 dwellings?

1.1.3	Parking reflecting the particular needs of user groups should be provided.
	Tests of compliance — essential items:
1.1.3.1	Parking provision reflects current and planned future needs of dwelling occupants?
1.1.3.2	Parking locations enable natural surveillance?
1.1.3.3	Individual spaces comprise a suitable hard area minimum 2.4m x 4.8m?
1.1.3.4	Where in-curtilage, one space has adjoining firm even surface of 900mm (o/a 3.3m x 4.8m)?
1.1.3.5	Where grouped, 10% of spaces provided at minimum 3.3m x 4.8m?
1.1.3.6	Where grouped, parking areas are identifiable with the groups of dwellings they serve?
1.1.3.7	Where grouped, parking areas are within 30m of intended dwelling entrances?
1.1.3.8	Where grouped, parking areas and associated access paths are well and sensitively lit?
Prompt	Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com
	Tests of performance — recommended items:
1.1.3.9	In-curtilage parking provided for houses and bungalows?
1.1.3.10	Where grouped, allocated parking provided?
1.1.3.11	Parking and servicing considerations outlined in the 'Urban Design Compendium' adopted?

1.2 **Internal environment**

1.2.1	Internal environments should be comfortable, convenient, capable of sensibly accommodating the necessary furniture and equipment associated with specific room activities and be suitable for the particular needs of intended user groups.
	In assessing spatial and other features associated with achieving comfort and convenience, including necessary provisions for furniture, fittings, equipment, services and controls, the Housing Corporation will have regard to the internal environment section of the National Housing Federation's (NHF) publication 'Standards and quality in development'.
	<p><i>Generally:</i></p> <p>Tests of compliance — essential items:</p> <p>1.2.1.1 Dwelling layout minimises noise transmissions (1.5.3 also refers)?</p> <p>1.2.1.2 Convenient relationship between rooms?</p> <p>1.2.1.3 Circulation space sensible for the room activities?</p> <p>1.2.1.4 Adequate space for sensible furniture arrangements for all room activities?</p> <p>1.2.1.5 Space to move larger items of furniture?</p> <p>1.2.1.6 Space for whole family and occasional visitors to gather?</p> <p>1.2.1.7 Space for a small worktop or similar in single bedrooms?</p> <p>1.2.1.8 Space for an occasional cot in main bedroom (family units)?</p> <p>1.2.1.9 Space for a pram or pushchair (family units)?</p> <p>1.2.1.10 A bath, WC and basin?</p> <p>1.2.1.11 A separate additional WC and basin (5p units and above)?</p> <p>1.2.1.12 Appropriate additional provision and / or fittings provided in extended family units?</p> <p>1.2.1.13 Secure storage areas for harmful substances, medicines, etc.?</p> <p>1.2.1.14 Enclosed storage: food, utensils, washing and cleaning items?</p> <p>1.2.1.15 Enclosed storage: brooms and tall equipment?</p> <p>1.2.1.16 Enclosed storage: linen and heated airing?</p> <p>1.2.1.17 Space for hanging outdoor clothes?</p> <p>1.2.1.18 Space and connections for cooker, fridge/freezer and washing machine?</p> <p>1.2.1.19 Adequate and sensibly situated electrical outlets, switching and controls?</p> <p>1.2.1.20 Aerial point with conduit and draw wire provision?</p> <p>1.2.1.21 Whole house heating or equivalent low energy super-insulated building solution?</p> <p>1.2.1.22 Heating or alternative provides temperatures suitable for room use?</p> <p>1.2.1.23 Individual tenant control of room temperatures?</p> <p>Prompt Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com</p>

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	<p>Tests of performance — recommended items:</p> <p>1.2.1.24 living room not an essential part of circulation?</p> <p>1.2.1.25 Essential storage not accessed only in living room?</p> <p>1.2.1.26 Two separate living areas are possible?</p> <p>1.2.1.27 Direct access from living to private open space?</p> <p>1.2.1.28 Dining room is separate from kitchen?</p> <p>1.2.1.29 Beds in all bedrooms can be accommodated in more than one position?</p> <p>1.2.1.30 All double bedrooms can accommodate twin beds?</p> <p>1.2.1.31 One or more bedrooms has direct access to washing/WC?</p> <p>1.2.1.32 Glazing line in living/dining/bedrooms no higher than 810mm above room floor level?</p> <p>1.2.1.33 Withdrawn</p> <p>1.2.1.33a Hot water taps to baths have a thermostatically controlled supply?</p> <p>1.2.1.34 Shower over the main bath with the necessary wall tiling and screening?</p> <p>1.2.1.35 Space for two people to have casual meals in kitchen?</p> <p>1.2.1.36 Direct access from kitchen to private open space?</p> <p>1.2.1.37 Worktop-cooker-worktop-sink-worktop sequence not broken by doors, passages or tall units?</p> <p>1.2.1.38 1.2m min. run between cooker and sink?</p> <p>1.2.1.39 500mm min. clear work top each side of cooker, wall units set back min. 100mm?</p> <p>1.2.1.40 Space for auxiliary equipment such as microwave, dishwasher, etc.?</p> <p>1.2.1.41 Principles of 'Accommodating diversity' incorporated?</p>
	<p><i>Communal areas and landings:</i></p> <p>Tests of compliance — essential items:</p> <p>1.2.1.42 Well lit halls and corridors?</p> <p>1.2.1.43 Passenger lift provision appropriate to user group?</p> <p>1.2.1.44 Passenger lifts capable of accommodating a wheelchair and an accompanying person?</p> <p>1.2.1.45 Lift buttons operable from wheelchair?</p> <p>1.2.1.46 Lift provided to any wheelchair dwelling entrance level above ground floor entrance level?</p> <p>1.2.1.47 Lift provided to any frail elderly dwelling entrance level above ground floor entrance level?</p> <p>1.2.1.48 Lift provided to Sheltered (Cat1) unit entrance level 7.5m above ground floor entrance level?</p> <p>1.2.1.49 Lift provided to Sheltered (Cat2) unit entrance level 3.0m above ground floor entrance level?</p>

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1.2.1.50	Tests of performance — recommended items: Graffiti/dirt resistant finishes?
1.2.1.51	Entryphone security to main entrances of blocks of flats?
1.2.1.52	Lift provided to any dwelling entrance level 7.5m above ground floor entrance level?
1.2.1.53	Lift provided to sheltered (category 1) unit entrance level 3.0m above ground floor entrance level?
1.2.1.54	Lift provided to sheltered (category 2) unit entrance level above ground floor entrance level?
	<i>All housing for the elderly:</i> Tests of compliance — essential items:
1.2.1.55	Bathroom and WC doors open out or sliding where internal space limited?
1.2.1.56	External override door lock and handholds in bathrooms and WCs?
1.2.1.57	A wheelchair accessible shower, non slip, with side seat (optional in lieu of bath)?
1.2.1.58	Where provided showers should have mixing valves which are thermostatically controlled?
1.2.1.59	Hot water taps to fittings for resident's use should have a thermostatically controlled supply?
1.2.1.60	Required room temperatures are maintained by low surface temperature radiators or other equivalent?
1.2.1.61	Easy rise staircase (max. 35° or halfway landing) (with handrails both sides — Cat2)?
1.2.1.62	Electrical outlets and switches positioned for use by the elderly?
1.2.1.63	Telephone line facilities provided?
	<i>Supported housing (self-contained):</i> Tests of compliance — essential items:
1.2.1.64	Cooker, fridge/freezer?
1.2.1.65	Furniture, fittings, fixtures, carpet etc. Provided?
	<i>Communal facilities — housing for the elderly or self-contained supported housing:</i> Tests of compliance — essential items: Note: In addition to the essential items of 'All housing for the elderly', all of the elements of 'Communal facilities' must be incorporated in schemes designated as sheltered category 2 or frail elderly. However the incorporation of any elements of 'communal facilities' is optional in the case of sheltered category 1 or supported housing (self-contained) schemes.
1.2.1.66	Warden accommodation or 24 hour peripatetic cover? <i>Common room</i>
1.2.1.67	Sized for sensible furniture provision for residents/visitors?
1.2.1.68	Heated, comfortably and appropriately furnished?

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1.2.1.69	Wheelchair accessible?
1.2.1.70	Near to a WC with basin?
1.2.1.71	Provided with an adjacent chair store?
1.2.1.72	Provided with an adjacent tea kitchen? <i>Associated communal facilities</i>
1.2.1.73	Laundry room with sink, auto-washing machine, tumble-dryer, bench and extract ventilation?
1.2.1.74	Guest room: twin bed size, basin, heated, comfortably furnished and situated near a WC?
1.2.1.75	Circulation areas heated and appropriately furnished?
1.2.1.76	Office facility near main entrance?
1.2.1.77	Pay phone and cloakroom?
	<i>Frail elderly</i> Tests of compliance — essential items: <i>Residential staff</i>
1.2.1.78	Resident manager accommodation or 24 hour emergency care cover? <i>Individual facilities</i>
1.2.1.79	Sheltered category 2 scheme criteria provided?
1.2.1.80	Individual dwellings to wheelchair user standards: sub-section 1.3.2 criteria incorporated? <i>Communal facilities</i>
1.2.1.81	Communal facilities — elderly or supported housing facilities provided?
1.2.1.82	Communal areas wheelchair user accessible: relevant sub-section 1.3.2 criteria incorporated?
1.2.1.83	Communal toilets near the common room and dining room?
1.2.1.84	Central linen store?
1.2.1.85	Shared laundry facilities for residents' own use?
1.2.1.86	Sluice room or sluice washing machine provided?
1.2.1.87	Suitable room/s for visiting specialist care service providers (hair-dressing, chiropody, etc.)?
1.2.1.88	Carer facilities: staff room, toilets, changing room and sleep-over room/s?
1.2.1.89	A fully equipped assisted bathroom provided?
1.2.1.90	A wheelchair entry shower facility provided?
1.2.1.91	Adequate central and/or dispersed catering facilities?
1.2.1.92	Where dispersed, 1 (min.) catering facility to be usable from a wheelchair?
1.2.1.93	Adequate furniture, fittings, fixtures and floor coverings provided?
1.2.1.94	Maintained garden or seated open area?

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	<i>Shared housing or shared supported housing:</i>
	Tests of compliance — essential items:
1.2.1.95	Apportionment of private/shared spaces appropriate?
1.2.1.96	Bedroom not shared?
1.2.1.97	Shared bathrooms and WCs conveniently located?
1.2.1.98	Bathroom sharing restricted to maximum 1 bath, 1 shower, 1 WC and 1 basin per 5 persons?
1.2.1.99	Separate shower provided if bathroom shared by more than 2 people?
1.2.1.100	Separate WC provided if bathroom shared by more than 2 people?
1.2.1.101	Cooker, fridge/freezer (and washing machine if not provided elsewhere)?
1.2.1.102	24 hour access to shared kitchen facilities?
1.2.1.103	Furniture, fittings, fixtures, carpet etc. provided?
1.2.1.104	Schemes for 6 or more sharing residents — additional facilities provided situated near main communal area:
·	central and/or dispersed catering facilities?
·	laundry facility with coin-in-the-slot machine?
·	small interview/reception room?
·	pay phone and cloakroom?
·	WC with basin?
Prompt	Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com

1.3 **Accessibility**

1.3.1	External and internal environments should provide access for user groups and visitors with limited mobility.
	<p>Some further interpretation of the following tests may be found in the accessibility section of the NHF's publication 'Standards and quality in development'. The technical illustrations appendix is particularly helpful.</p> <p>Note: The Corporation's internal requirements are not mandatory for upper floor flats and maisonettes accessed by communal staircases without communal lift provision and individual first floor exposed access 'walk-up' flats. Ground floor units and any upper floor units accessed by communal lift are required to meet the Corporation's accessibility requirements.</p>
1.3.1.1	<p>Tests of compliance — essential items:</p> <p>Approach to the dwelling:</p> <ul style="list-style-type: none"> paths slip-resistant and smooth, 900mm wide, max. cross falls 1:40, shallow crossings? ramps max. 5m at 1:12 or max. 10m at 1:15? protected edges to pathways where higher than adjoining levels? entrance landing, nominally level, min. 1.2m x 1.2m (inward opening door)? unavoidable steps (not to occur within ramps), max. riser 150mm, min. going 280mm? paths protected with handrail or like where adjacent drop in level exceeds 380mm? contrasting textures or kerb used to distinguish between foot and vehicular access? dropped kerbs used at roadway crossings? path gateways provide min. 850mm clear opening (no step at gateway)?
1.3.1.2	<p>Main entrance to the dwelling (including main entrance from communal lobby or landing):</p> <ul style="list-style-type: none"> clear opening min. 800mm? nominally flat threshold (max. upstand 15mm)?
1.3.1.3	<p>Other doorways at entrance level:</p> <ul style="list-style-type: none"> secondary external doors min. 750mm clear openings? internal doors min. 750mm clear openings (wider where turning from 900mm passage)?
1.3.1.4	<p>Ground floor passageways (includes upper floor units accessed by communal lift):</p> <ul style="list-style-type: none"> passage widths min. 900mm generally (750mm where limited intrusions e.g. radiators)? where turning into 750mm doorway, area of wider passageway provided or doorway width increased? where corridors turn 90°, protruding corner splayed or one passageway 1200mm wide?
1.3.1.5	Entrance level WC and basin provided (all units)?
1.3.1.6	Staircase suitable for future BS stair-lift, in terms of width and top and bottom landings?
Prompt	Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com

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	Tests of performance — recommended items:
1.3.1.7	Accessible paving outside external door?
1.3.1.8	All external doors wheelchair accessible?
1.3.1.9	Ground floor WC is fully wheelchair accessible?
1.3.1.10	Living room situated at entrance level?
1.3.1.11	In dwellings of more than one storey, a ground floor space could be used as a bedspace?
1.3.1.12	Adequate space for turning of a wheelchair in kitchens, dining areas and living rooms?
1.3.1.13	Stair configuration: full flight at 35° pitch or half landing within a stair of 42° pitch?
1.3.1.14	Door handles, switches and thermostats, etc. set between 900–1200mm above floor?
1.3.1.15	Socket outlets set between 450–600mm above room floor level?

1.3.2	Full accessibility and ease of manoeuvrability should be provided in environments designed for use by wheelchair users.
	In assessing the extent to which this standard has been met the Housing Corporation will have regard to the 'Wheelchair housing design guide' (WHDG CI/Sfb 848–1997) published by Construction Research Communications Ltd. The Housing Corporation's requirements comprise all of the WHDG published requirements.
	Tests of compliance — essential items:
	<i>Compliance with WHDG sections:</i>
1.3.2.1	Moving around outside: <ul style="list-style-type: none"> · paths slip-resistant and smooth, 1200mm wide, max. cross falls 1:40, shallow crossings? · ramps max. 5m at 1:12 or max. 10m at 1:15? · protected edges to pathways where higher than adjoining levels?
1.3.2.2	Using outdoor spaces: <ul style="list-style-type: none"> · path gateways provide min. 850mm clear opening? · accessible paving outside external door? · accessible clothes drying facilities? · accessible route from external door, external storage and external gate?
1.3.2.3	Approaching the home: <ul style="list-style-type: none"> · car port — slip-resistant smooth paved area min. 5.4m x 3.6m, covered at a height of 2.2m? · accessible route to entrance? (Note: may overlap car port paving) · entrance landing, nominally level, min. 1.5m x 1.5m? · canopy min. 1.2m x 1.2m set at max. height 2.3m? · lighting to transfer space, route and entrance with PIR detectors and internal switching?

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1.3.2.4	<p>Negotiating the entrance door:</p> <ul style="list-style-type: none"> · clear opening min. 800mm, relevant approach space, accessible threshold? · suitably positioned: secure lock, latch with lever pull handles, or remote system? · suitable provision for future installation of remote controlled door opener?
1.3.2.5	<p>Entering and leaving, dealing with callers:</p> <ul style="list-style-type: none"> · clear space upon entering for transfer to second chair? · adjacent storing and charging of wheelchair, turning space min. 1.5m x 1.2m? · suitably positioned: post collector and provision for future installation of entryphone?
1.3.2.6	<p>Negotiating the secondary door:</p> <ul style="list-style-type: none"> · external nominally level landing min. 1.5m x 1.5m? · clear opening min. 800mm, relevant approach space, accessible threshold? · suitably positioned: secure lock (or multi-locking), pull handles and stays? · external lighting to door and routes with PIR detectors and internal switching?
1.3.2.7	<p>Moving around inside/storing things:</p> <ul style="list-style-type: none"> · all passage widths min. 900mm · where 90° turn, protruding corner splayed or one passageway 1.2m wide? · where 180° turn necessary, passageway 1.5m wide? · clear door opening min. 775mm, relevant approach and operating space? · storage depth and width, in combination with shelving layout, provides suitable access?
1.3.2.8	<p>Moving between levels:</p> <ul style="list-style-type: none"> · where provision on more than one level: vertical through-floor lift to BS5900 (1991), full range of safety features, space to use?
1.3.2.9	<p>Using living spaces:</p> <ul style="list-style-type: none"> · extra space for wheelchair user to circulate, transfer, use furniture and operate fittings?
1.3.2.10	<p>Using the kitchen:</p> <ul style="list-style-type: none"> · extra space, suitable worktop and fitting layout for practical use by a wheelchair user? · clear manoeuvring area min. 1.8m x 1.4m? · kitchen storage in a position and format which is largely wheelchair user accessible? · built-in hob and oven, extra serviced spaces for three appliances (or four in 5p+ units)? · all controls and socket outlets accessible, remote and labelled switching as required? · suitable internal refuse arrangements manageable from wheelchair?

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1.3.2.11	<p>Using bathrooms/WCs:</p> <ul style="list-style-type: none"> · 5p+ units: both a 'wheel-in' shower and bath fully installed? · for units of less than 5p: either a 'wheel-in' shower or bath provided, with space provided to change installation in the future from shower to bath or vice versa? · for units on schemes with separate assisted bathing facilities, a 'wheel-in' shower fully installed, with space provided to change installation to a bath in the future. · 'wheel-in' shower provision fully accessible with dished floor (min 1000 x 1000) fitted with floor drain? (Note: provided beneath or adjacent to bath if bath fully installed initially). · 4p+ units: second WC provided with opposite hand transfer arrangement to main WC? · layout ensures independent approach, manoeuvre, transfer and use of all fittings? · suitable positioning of fittings to showers, baths and WCs, with all fittings selected for ease of operation?
1.3.2.12	<p>Using bedrooms:</p> <ul style="list-style-type: none"> · extra space to ensure wheelchair user access to beds, furniture, fittings and facilities? · sensibly positioned: double socket outlets, TV/FM points, two-way light, entryphone point? · main bedroom to bathroom future route enabled by full height knock-out panel, or other means? · suitable provision for future hoist to run between main bedroom and bathroom?
1.3.2.13	<p>Operating doors:</p> <ul style="list-style-type: none"> · door construction suitable for subsequent fixing of pulls or other fittings? · all doors have suitably positioned, easily operated handles, pulls, etc.? · inward opening doors to bathrooms/WC/showers openable in emergency from outside? · any self-closing doors used are capable of independent operation by wheelchair user?
1.3.2.14	<p>Operating windows:</p> <ul style="list-style-type: none"> · opening and ventilation controls operable by wheelchair user (manual/geared/power)? · windows opening over paths do not create hazards? · glazing line in living/dining/bedrooms no higher than 810mm above room floor level? · full width transoms avoided in window areas below 1.5m above room floor level?
1.3.2.15	<p>Controlling services:</p> <ul style="list-style-type: none"> · suitable control of mains water stopcock, gas and electric main consumer units? · suitable isolating valves to sink, washing machine, WC, etc.? · flexible plumbing to adjustable fittings, where provided? · low surface temperature radiators in restricted areas? · suitable electrical and heating control fittings provided? · suitable provision of personal alarms and for smoke alarms? · suitable provision for future telephone and intruder alarm installation?
Prompt	<p>Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com</p>

1.4 **Safety and security**

1.4.1	Scheme design should ensure the provision of safe internal and external environments which minimise the opportunities for accidents in the home.
	Tests of compliance — essential items:
1.4.1.1	All windows can be safely operated?
1.4.1.2	Not used
1.4.1.3	Not used
1.4.1.4	Opened doors and windows are not obstructive or hazardous?
1.4.1.5	Lighting adequate for safety?
1.4.1.6	Stairs and steps can be safely negotiated?
1.4.1.7	Smoke alarm on every floor?
1.4.1.8	Kitchen, bathroom, shower and WC arrangements safe: <ul style="list-style-type: none"> · 1.2m min. clear in front of kitchen equipment? · in areas likely to be splashed, sheet floor finishes provided
	Tests of performance — recommended items:
1.4.1.9	Stairs free of winders or tapered treads?
1.4.1.10	Switched lighting in stores with volumes over 1.2m ³ ?
1.4.1.11	Low surface temperature radiators provided?

1.4.2	Security provision for internal and external environments should be appropriate for scheme location and building types and should reflect advice obtained from local police Architectural Liaison Officers/Crime Prevention Design Advisers prior to detailed planning stage.
	<p>In assessing the extent to which this standard has been met the Corporation will:</p> <ul style="list-style-type: none"> · liaise with Police authorities to ascertain the extent of liaison undertaken by HAs and their partners; · have regard to the extent that the guidance in the relevant 'Secured By Design' Design Guide has been incorporated.
<p>1.4.2.1</p> <p>1.4.2.2</p> <p>1.4.2.3</p> <p>1.4.2.4</p> <p>1.4.2.5</p> <p>1.4.2.6</p> <p>1.4.2.7</p> <p>1.4.2.8</p> <p>Prompt</p>	<p>Tests of compliance — essential items:</p> <p>Scheme specific advice obtained from local police design advisers prior to detailed planning?</p> <p>Secure side/rear fencing provided, any side or rear gates lockable and to full fencing height?</p> <p>Layout avoids unnecessary through routes and minimises hiding places?</p> <p>Site layout maximises natural surveillance?</p> <p>Ground floor and other easily accessible windows tested to BS 7950:1997—enhanced security?</p> <p>Key operated locks or laminated 6.4mm glass to ground floor or easily accessible windows?</p> <p>Not used</p> <p>External doors/frames/fixing/locking meet Secured by Design standards?</p> <p>Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com</p>
<p>1.4.2.9</p> <p>1.4.2.10</p>	<p>Tests of compliance — recommended items:</p> <p>Fused spur for security alarm provided?</p> <p>'Secured by design' certification obtained?</p>

1.5 Energy efficiency, environmental sustainability and noise abatement

1.5.1	Schemes should incorporate cost-effective energy efficiency measures.
	<p>Tests of compliance — essential items:</p> <p><i>Newbuild</i></p> <p>1.5.1.1 Evidence available to show that the energy efficiency standards for NEW HOUSING accord with the ‘Basic requirements’ of the ‘Good Practice Standard’ outlined in the Government’s Housing and Energy Efficiency Best Practice programme ‘General Information Leaflet 72’. (See www.housingenergy.org.uk > publications > search > “GIL072”.)</p> <p>1.5.1.2 Design of housing for vulnerable user groups takes account of the higher temperatures and extended heating periods associated with such groups?</p> <p>1.5.1.3 Low energy external lights provided?</p> <p>1.5.1.4 Where supplied, fridges, freezers and washing machines have an energy label of A?</p> <p>1.5.1.5 Dedicated leaflets provided for tenants on energy efficient use of the home and its controls?</p> <p><i>Rehabilitation</i></p> <p>1.5.1.5a Evidence available to show that the energy efficiency standards for rehabilitation and refurbished housing comprise a package of energy efficiency improvement measures compatible with the opportunities matrix on page 4 of the 2001 Edition the Government’s Housing and Energy Efficiency Best Practice programme ‘Good Practice Guide 155 (2001 Edition)’. (See www.housingenergy.org.uk > publications > search > “GPG155”.)</p> <p>Prompt Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com</p>
	<p>Test of performance — recommended items:</p> <p><i>Newbuild</i></p> <p>1.5.1.6 Evidence available to show that the energy efficiency standards for new housing accord with the ‘Basic requirements’ of the ‘Best Practice Standard’ outlined in the Government’s Housing and Energy Efficiency Best Practice programme ‘General Information Leaflet 72’. (See www.housingenergy.org.uk > publications > search > “GIL072”.)</p> <p><i>Rehabilitation</i></p> <p>1.5.1.7 Evidence available to show that the energy efficiency standards for REHABILITATION and refurbished housing comprise a package of energy efficiency measures compatible with the matrix on page 4 of the 2001 Edition the Government’s Housing and Energy Efficiency Best Practice programme ‘Good Practice Guide 155 (2001 Edition)’, and which include:</p> <ul style="list-style-type: none"> · upgrading to ‘Best Practice’ levels set out on page 4 of GPG 155; and · occupant consultation/energy advice measures as set out on page 33 of GPG 155 (2001 Edition). <p>(See www.housingenergy.org.uk > publications > search > “GPG155”.)</p>

1.5.2	Schemes should endeavour to incorporate measures which aid environmental sustainability.
	HAs and their partners will find the publication 'The Green Guide to Housing Specification' (1999) published by Construction Research Communications Ltd on behalf of the BRE an essential aid in meeting the criteria needed to attain the minimum and recommended environmental rating for homes as set out below.
1.5.2.1	Tests of compliance — essential items: For new build schemes, an 'EcoHomes' rating level of 'Pass' certified by a BRE licensed assessor?
1.5.2.2–5	Not used
1.5.2.6	Test of performance — recommended items: Engineered design options which allow the use of land with poor bearing strata by: · lightweight frame construction? · modular construction? · pile and beam foundations?
1.5.2.7	Consultation with water supply company regarding scheme specific water saving measures?
1.5.2.8	Tenant option of water butt provision?
1.5.2.9	Separate identifiable container provided for collection of recyclable waste?
1.5.2.10	For new build schemes, an 'EcoHomes' rating level of 'Good' or better certified by a BRE licensed assessor?

1.5.3	Schemes should be designed to incorporate measures which aid the abatement of noise generated externally and internally.
1.5.3.1	Tests of compliance — essential items: Where significant external noise sources are likely to cause disturbance: · a sound survey has been carried out by a specialist and recommendations reported? · appropriate sound insulation measures are incorporated?
1.5.3.2	Not used
1.5.3.3	Positioning of opening casements minimises transmission of two-way air-borne noise?
1.5.3.4	Not used
1.5.3.5	Handing of dwelling plans and measures to minimise shared walls and floors incorporated?
Prompt	Housing Quality Indicators (HQI) assessments carried out and data submitted to www.hqiuk.com
1.5.3.6	Test of performance — recommended items: Triple glazing where externally generated noise levels are high?
1.5.3.7	Not used

1.6 **Maintainability, durability and adaptability**

1.6.1	Service installations should be unobtrusive and provide access for inspection, routine maintenance and repair of boilers, pumps valves and other similar components.
1.6.1.1	Tests of compliance — essential items: Readily accessible for inspection?
1.6.1.2	Accessible for routine maintenance and repair?
1.6.1.3	Tests of performance — recommended items: Unobtrusive piping and ductwork?
1.6.1.4	Economic in layout?

1.6.2	Durability, suitability and replacement availability should be taken into account in the selection and use of building components, materials, fittings, fixtures, furniture and equipment.
1.6.2.1	Tests of compliance — essential items: Durability and suitability appropriate for position of use?
1.6.2.2	Regular site inspections by employer's agent or clerk of works?
1.6.2.3	Pre-handover inspection undertaken by HA and/or appointed consultants?
1.6.2.4	Tests of performance — recommended items: Good quality finishings, fittings and equipment?
1.6.2.5	Compatibility with existing fittings and equipment?
1.6.2.6	Availability of replacement parts and components?
1.6.2.7	Not used
1.6.2.8	ISO9000 quality assurance certified contractors and consultants utilised?
1.6.2.9	'Considerate Constructors Scheme' utilised?
1.6.2.10	Accreditation by either: <ul style="list-style-type: none"> · The National House-Building Council? · Zurich Building Guarantees? · Buildplan? · Building LifePlans Ltd?
1.6.2.11	Use of site operatives holding 'Construction Skills Certification Scheme' (CSCS) registration certification specified?

1.6.3	Mortgageability and durability issues should be taken into account when traditional components are combined in innovative ways or when innovative house building systems are used.
1.6.3.1	Tests of compliance — essential items: Mortgageability and durability issues considered and suitably addressed?
1.6.3.2	Tests of performance — recommended items: Independent assessment of suitability for housing use carried out by either: <ul style="list-style-type: none"> · Building Research Establishment (BRE) or WIMLAS? · British Board of Agreement (BBA)? · Building LifePlans Ltd ? · or similar equivalent organisation or body?
1.6.3.3	The system, with reasonable maintenance, has a design life expectancy of 60 years minimum?

1.6.4	Dwelling design should assist housing sustainability by improving the scope for future adaptation.
1.6.4.1	Tests of compliance — essential items: Walls in bathrooms and WCs designed to take support aids?
1.6.4.2	Ceilings in bathrooms and main bedroom designed to take hoists and rails?
1.6.4.3	Provision of ducting to allow the retrofitting of smart cabling? Note: Ducting to facilitate cabling installation should be compliant with the relevant standards governing electrical safety and electromagnetic compatibility. See 'Further Information' section of this document.
Prompt	Housing Quality Indicators (HQI) post-completion assessment carried out and data submitted to www.hqiuk.com
1.6.4.4	Tests of performance — recommended items: Meet agreed specific need for ethnic diversity requirements (1.2.1.41 also refers)?
1.6.4.5	Designed to facilitate future internal re-modelling by: <ul style="list-style-type: none"> · full-span floor construction? · non load-bearing internal walls? · floor/ceiling space service runs?
1.6.4.6	Designed to facilitate loft conversion by initial provision of: <ul style="list-style-type: none"> · clear loft area of a size and height that will satisfy planning for a habitable room? · ceiling joist sizing and specification? · extra space for new or extended stairs from existing landing area? · gable/dormer window or openable rooflight suitably sized for bedroom usage?·
1.6.4.7	Designed with extra space to facilitate subsequent provision of any of the following: <ul style="list-style-type: none"> · side or rear extension within garden? · entrance level bedroom from existing spaces? · wheelchair accessible ground floor WC with floor gulley and/or wheel-in shower? · vertical lift provision?

1.7 **Temporary Social Housing (TSH): 2–14 year lease schemes**

1.7.1	Before occupation, dwellings must at least achieve the minimum housing standards specified by the Housing Corporation for Temporary Social Housing and be suitable for the intended user group and appropriate for the period of the lease.
	Tests of compliance — essential items:
1.7.1.1	Heating, combined with appropriate levels of ventilation and insulation, provided?
1.7.1.2	Heating arrangements ensure that heat is well distributed within rooms?
1.7.1.3	Main living area and bathroom have fixed heating appliances?
1.7.1.4	Habitable rooms have at least facilities for portable heaters (not paraffin or bottled gas)?
1.7.1.5	Openable window areas/background trickle ventilation provided?
1.7.1.6	Mechanical extract provided for rooms (e.g. basements) which otherwise difficult to ventilate?
1.7.1.7	Effective remedial measures incorporated to eradicate dampness and serious condensation?
1.7.1.8	Electrical and gas installations certified as safe by qualified inspectors?
1.7.1.9	Lighting (natural and/or artificial) adequate for safety?
1.7.1.10	Staircases, well lit with secure balustrades/handrails?
1.7.1.11	Floors generally level and suitable to receive floor coverings?
1.7.1.12	Floor coverings in kitchens and bathrooms hygienic, easy to clean and moisture resistant?
1.7.1.13	Safety glazing provided for window glass below 800mm, glazed doors and side screens?
1.7.1.14	Windows and balconies provide protection against falling for vulnerable occupants?
1.7.1.15	Where roof space is accessible, access is safe?
1.7.1.16	Windows at ground floor level or in vulnerable positions, provided with locks?
1.7.1.17	Doors to individual dwellings are sturdy with mortice lock and suitable frame fixing?
1.7.1.18	Internal decorative surfaces in a serviceable condition as appropriate to the lease period?
1.7.1.19	External decorative surfaces in a serviceable condition as appropriate to the lease period?
1.7.1.20	Rooms capable of sensibly accommodating standard furniture associated with room activity?
1.7.1.21	Kitchen provides: <ul style="list-style-type: none"> · food preparation area? · serviced sink? · hygienic and easily cleaned worktops? · space and connections for cooker (cooker provided in shared accommodation)? · at least two double socket outlets in addition to cooker point?

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1.7.1.22	Kitchen fittings, serviceable and in a condition to cover the lease period without replacement?
1.7.1.23	Bathroom/s provide: <ul style="list-style-type: none">· serviced wash hand basin, WC (or separate with additional basin) and a bath or shower?
1.7.1.24	In shared, sharing restricted to: <ul style="list-style-type: none">· bathroom (comprising one basin, WC and bath) per five sharers?· additional WC (separate with basin) provided where bathroom sharing by three or more?
1.7.1.25	Sanitary fittings, serviceable and in condition to cover the lease period without replacement?

1.8 Temporary Social Housing (TSH): 15–29 year lease schemes

1.8.1	Before occupation, dwellings must at least achieve the enhanced minimum housing standards specified by the Corporation for temporary social housing and be suitable for the intended user group and appropriate for the period of the lease.
	<p>Tests of compliance — essential items:</p> <p>1.8.1.1 SDS 1.1 External environment compliance with all sub-sections, as appropriate?</p> <p>1.8.1.2 SDS 1.2 Internal environment compliance with all sub-sections, as appropriate?</p> <p>1.8.1.3 SDS 1.3 Accessibility compliance with sub-section 1.3.2 only, if applicable to user group?</p> <p>1.8.1.4 SDS 1.4 Safety and security compliance with all sub-sections (except 1.4.2.3 and 1.4.2.4)?</p> <p>1.8.1.5 SDS 1.5 Energy Efficiency compliance with sub-section 1.5.1.5a only, as appropriate?</p> <p>1.8.1.6 SDS 1.6 Maintainability compliance with sub-section 1.6.2 only, as appropriate?</p>

Section 2: Procedural compliance

HAs should demonstrate compliance with procedural requirements, validity of certifications, submissions and grant claims.

In determining the extent to which this prime expectation has been met the Housing Corporation will assess achievement against the following standards:		
2.1	<p>Advice and assessments</p> <ul style="list-style-type: none"> · Adverse factors · Advice · Assessments · Non qualifying costs · Capital contributions 	(pages 29–30)
2.2	<p>Procedural compliance</p> <ul style="list-style-type: none"> · Procedural matters · Changes · Grant claims · Key events · Statutory approvals · Consents 	(pages 31–32)

Compliance testing

In addressing the extent to which HAs fulfil these standards the Housing Corporation will apply a series of tests. These tests, which will be applied during the compliance audit process, are set out as criteria, considered by the Housing Corporation to be essential, and are listed within this section under the heading ‘Tests of compliance — essential items’. Additional, recommended criteria considered likely to lead to improved performance are listed as ‘Tests of Performance — recommended items’.

2.1 **Advice and assessments**

2.1.4	Expert reports should be obtained on factors which may adversely affect either the value, structural integrity or use of land or property or which may similarly adversely affect the mortgageability of completed schemes.
	Tests of compliance — essential items:
2.1.4.1	Adequate contamination and site (or property) investigations carried out?
2.1.4.2	Any adverse site (or property) conditions fully explored?

2.1.5	All relevant information should be made available to professional consultants and others responsible for assessing costs and values of schemes and their components.
	Tests of compliance — essential items:
2.1.5.1	All known information made available to valuers prior to valuations?
2.1.5.2	Market valuation by qualified valuer forms basis of purchase negotiations?
2.1.5.3	Valuers independent and suitably qualified?
2.1.5.4	Full briefing details of scheme available to the building consultants prior to costs assessment?
2.1.5.5	Submitted costs reasonably represent the estimated costs based on data at date of submission?
2.1.5.6	Basis upon which the estimated costs were assessed is readily available in detail?
2.1.5.7	Extent of professional cost advice was reasonable for the scale and scope of development?
2.1.5.8	Relevant consultants provide appraisals and recommendations on tenders, including: <ul style="list-style-type: none"> · comments on any lack of tender responses? · comments on whether value for money achieved? · comments on how whole-life costing has influenced the VFM assessment?

2.1.6	Estimated costs of schemes and their components should be reasonably based and justifiable.
2.1.6.1	<p>Tests of compliance — essential items:</p> <p>Allowances for contingencies and cost overruns were properly assessed, fully documented and reasonable having regard to:</p> <ul style="list-style-type: none"> · the overrun risks associated with the procurement method? · the extent to which dwelling designs are complete? · the nature of the ground conditions? · historic data on outturn costs of comparable schemes? · risk allowance guidance contained in HM Treasury Guidance Notes 2 & 6?
2.1.6.2	Any costs which ought reasonably be recovered (i.e. insurance) excluded?
2.1.6.3	All relevant information and costs were declared to the Housing Corporation at appropriate stages?

2.1.7	Full details of any non-qualifying costs, capital contributions and other public subsidies included in schemes should be available in order that the reasonableness of submitted non-qualifying cost estimates can be confirmed.
2.1.7.1	<p>Tests of compliance — essential items:</p> <p>Full details of all non-qualifying items and their costings available?</p>
2.1.7.2	All other relevant public subsidy involved declared?
2.1.7.3	The non-qualifying costs assessments reasonably based?
2.1.7.4	Not used

2.1.8	Capital contributions to meet shortfalls in development funding should be declared detailing sources, amounts and payment timetables.
2.1.8.1	<p>Tests of compliance — essential items:</p> <p>Full details of the capital contributions utilised available?</p>

2.2 **Procedural compliance**

2.2.1	Compliance with relevant procedural requirements.
	Tests of compliance — essential items:
2.2.1.2	Vendor's agreement to the terms was agreed in writing?
2.2.1.3	Valuations less than six months old when contracts were exchanged?
2.2.1.4	Where the price paid exceeds the valuation, this is recorded on IMS ?
2.2.1.5	Solicitor's report confirms: <ul style="list-style-type: none"> · the exchange and completion dates? · that the land or property offered good title? · title remains in the HA's ownership (works only schemes only)? · all necessary consents were obtained and either there were no covenants/restrictions which were likely to impede development of the site or property or indemnity insurance has been obtained?
2.2.1.6	The necessary Tender Price Index for Social Housing (TPISH) returns on new build tenders are provided to Department of Trade and Industry ?
2.2.1.7	Where the Corporation's approval of qualifying costs was based upon specified works (including major repairs and miscellaneous works), sufficient evidence is available to indicate that the works were carried out in accordance with the specifications and drawings?
2.2.1.8	Where Corporation funding was based upon the achievement of specified SDS Plus and Housing Plus enhanced standards, sufficient evidence is available to indicate that the enhanced standards have been achieved or will be achieved prior to the final grant claim?
2.2.1.9	The essential standards of the Quality section (1.1–1.8) of SDS complied with or specific waivers issued by the relevant local Corporation office?

2.2.2	Amendments which impact upon the funding agreement with the Housing Corporation should be notified immediately and any changes in the basis of grant calculations should be notified at the next appropriate procedural stage.
	Tests of compliance — essential items:
2.2.2.1	All changes in proposals subsequently notified at the next available procedural stage?
2.2.2.2	Any change in the date of acquisition completion immediately notified to the Corporation?
2.2.2.3	Any material divergence from the (revised) development timetable immediately notified to the Corporation?

2.2.3	Cost calculations submitted should properly represent the numbers of persons and the numbers, types, needs, categories, occupancies, locations and sizes of units.
	Tests of compliance — essential items:
2.2.3.1	Submitted details of numbers of persons, numbers of units, types, needs categories, occupancies, and location accord with the scheme details as designed and procured?
2.2.3.2	Submitted cost criteria calculations use correct cost groups, tables, multipliers and on-costs in valid combinations?
2.2.3.3	Claimed sizes of individual dwellings accord with the sizes measured from the relevant as-built design drawings?
2.2.3.4	Changes in factors upon which cost criteria are based reflected in revised calculations?

2.2.5	Key events relating to grant payment stages should be reached before relevant grant claims are submitted.
	Tests of compliance — essential items:
2.2.5.1	Purchase contracts exchanged before grant application at acquisition stage was submitted?
2.2.5.2	Purchase completed within two weeks of receipt of grant or grant returned to the Housing Corporation?
2.2.5.3	Building contract signed and contractual possession passed to builder prior to SOS grant application?
2.2.5.4	Practical completion or equivalent, certified prior to practical completion grant application?

2.2.6	Relevant appropriate statutory approvals should be obtained and available for inspection prior to the completion of the relevant works.
	Tests of compliance — essential items:
2.2.6.1	Building regulation approvals were obtained prior to completion?
2.2.6.2	Where appropriate, planning consents were obtained prior to completion?

2.2.7	Other building or related consents should be obtained prior to commencement of the relevant works.
	Tests of compliance — essential items:
2.2.7.1	All necessary consents were obtained prior to commencement of the relevant works?

Further information

PRIMARY REFERENCE DOCUMENTS

SDS reference	Relevant document	Section
<i>Introduction</i>	<p>Rethinking Construction and Accelerating Change www.rethinkingconstruction.org.uk www.thehousingforum.org.uk</p>	All
	<p>Client's Charter www.clientsuccess.org.uk 'Implementing the Client's Charter — A step-by-step guide' published by the National Housing Federation, 175 Gray's Inn Road, London, WC1X 8UP. Tel. 020 7278 6571 www.housing.org.uk > services > publications</p>	All
	<p>Benchmarking www.housebench.com www.buildsoft.co.uk www.bre.co.uk www.kpiZone.com</p>	All
<p><i>Section 1</i> 1.2.1 generally 1.3.1 illustrative</p>	<p>Standards and quality in development Published by the National Housing Federation, 175 Gray's Inn Road, London, WC1X 8UP. Tel. 020 7278 6571 www.housing.org.uk > services > publications</p>	Part C
	<p>Wheelchair Housing Design Guide (WHDG) CI/Sfb 848–1997) Published by Construction Research Communications Ltd. PO Box 202, Watford, WD2 7QQ. Tel. 020 7505 6622</p>	Part E
	<p>Secured by Design www.securedbydesign.com Design guidance available from the relevant police force architectural liaison officer contactable via local police headquarters. In addition, guidance on the operation, monitoring and appeal procedures inherent within the new 'Secured by Design' (SBD) scheme is available from ACPO CPI Ltd, 25 Victoria Street London, SW1H 0EX. Tel. 020 7227 3423 Fax 020 7227 3400/01 e-mail acpocpi@acpo.pnn.police.uk Also Home Office Policing and Reducing Crime Unit research paper commenting upon 'An evaluation of Secured by Design' by Rachel Armitage together with other useful guidance is available on the crime reduction website: www.crimereduction.gov.uk</p>	All
		All

SDS reference	Relevant document	Section
1.5.1.	Government's Housing and Energy Efficiency Best Practice programme 'General Information Leaflet 72'. (See www.housingenergy.org.uk > publications > search > "GIL072".)	All
1.5.2.	EcoHomes: The Environmental Rating for Homes and The Green Guide to Housing Specification Both published by Construction Research Communications Ltd. Tel. 020 7505 6622 e-mail crc@emap.construct.co.uk , or on-line from the BRE website: www.askbre.co.uk/bookshop Also Centre for Sustainable Construction, BRE, Garston, Watford. www.bre.co.uk / centres of excellence / sustainable construction. also see: www.sustainabilityworks.org.uk www.ecoconstruction.org www.sustainablehomes.org.uk www.ha-ecolaw.org.uk www.housingenergy.org.uk	All All
1.6.4.3.	Smart cabling and ducting for the delivery of broadband services. The current 'market standard' cable for residential use is Category 5e. The most relevant standard is ISO/IEC 15018 (Provisional). In the meantime EN50174-2: 2000, ' Installation planning and practices inside buildings ' may provide useful guidance. BRE, Energy Division.	
1.1.1–1.6.3	Housing Quality Indicators (HQI) The HQI system consists of two parts: a paper form and an Excel spreadsheet. The form is contained in: Housing Quality Indicators Research Report and Indicators ISBN 1 85112 12 44, priced £18. Available from: ODPM Publications Sales Centre, Unit 21, Goldthorpe Industrial Estate. Tel. 01709 891318 Fax 01709 881673 The HQI diskette containing the spreadsheet is available free from: ODPM, Housing Support Unit, 2/A4, Eland House, Bressenden Place, London, SW1E 5DU. Fax: 0207 890 3529. e-mail: petert_gray@ODPM.gsi.gov.uk (Mark enquiry HSU/HQI Diskette) Please note that both the form and spreadsheet are required to complete the HQI assessment. Alternatively, the Building Research Establishment (BRE) has independently developed user-friendly software which uses the HQI system and will run within any Windows based environment. BRE contact: Alan Sharples Tel. 01923 664000 Fax 01923 664010	All

SDS reference	Relevant document	Section
1.1.1.16 1.1.3.11	<p>Urban Design Compendium Prepared for English Partnerships and the Housing Corporation by Llewelyn-Davies in association with Alan Baxter and Associates. Available from English Partnerships Tel:0207 7976 7070</p>	All
1.2.1.41	<p>Accommodating diversity Published by the National Federation of Housing Associations, 175 Grays Inn Road, London WC1X 8UP Tel. 020 7278 6571</p>	All
1.2.1.59	<p>Preventing the dangers of scalding Published by TMVA. www.tmva.org.uk</p>	All
1.6.2.9	<p>Considerate Constructors Scheme The Construction Industry Board, The Building Centre, 26 Store Street, London WC1E 7BT Tel:0207 637 2258 Details available www.rethinkingconstruction.org construction industry board/considerate constructors scheme</p>	All
1.6.2.10	<p>Independent accreditation and/or warranties The National House-Building Council (NHBC) Tel. 01494 434477 www.nhbc.co.uk</p> <p>Zurich Municipal Insurance Tel. 01252 522000 www.zurichmunicipal.co.uk</p> <p>Buildplan Tel. 01245 348500 www.farr.uk.com</p> <p>Building LifePlans Ltd Tel. 020 7240 8070 www.buildinglifeplans.com</p>	
1.6.3.2	<p>Technical assessment of innovative approaches The Building Research Establishment (BRE) Tel. 01923 664257 www.bre.co.uk</p> <p>The British Board of Agreement (BBA) Tel. 01923 665300 www.bbacerts.co.uk</p> <p>Building LifePlans Ltd Tel. 020 7240 8070 www.buildinglifeplans.com</p>	

FURTHER REFERENCE DOCUMENTS

SDS reference	Relevant document
Section 1 All aspects	The Housing Innovations Web-site provides a resource for all those interested in innovation in housing. It charts the leading edge of housing innovation in the UK and internationally. www.rethinkinghousebuilding.org
1.1	By Design — Urban Design in the Planning System: Towards better practice Published for the ODPM by Thomas Telford Publishing. www.t-telford.com Making Places: a guide to good practice in undertaking mixed development schemes and Time for Design 2: good practice in building, landscape and urban design II Published by English Partnerships Tel. 01942 296900
1.1 and 1.2 generally	Housing Quality: a practical guide for tenants and their representatives Published by the Joseph Rowntree Foundation. Tel. 01904 629241
1.1 and 1.2 generally	Sustainable Settlements (1995) Published by the Local Government Management Board. Tel. 01582 451116
1.2.1.33a	Preventing the dangers of scalding Published by TMVA. www.tmva.org.uk See also Child Accident Prevention Trust. www.capt.org.uk
1.2.1.50– 1.2.1.77	Remodelling sheltered housing (1997) Published by Housing 21 Tel. 01494 685200
1.2.1.78– 1.2.1.94	Homes for the third age (1997) A design guide for Extra Care sheltered housing. Published by E & FN Spon, 2–6 Boundary Row, London, SE1 8HN.
1.3.1	Lifetime Homes Published by the Joseph Rowntree Foundation. Tel. 01904 629241 www.jrf.org.uk / housingtrust / lifetimehomes
1.3.1	Building sight (1995) Published by Royal National Institute for the Blind (RNIB), 224 Great Portland Street, London W1N 6AA
1.5.1	Good practice guide 155: Energy efficient refurbishment of existing housing (Revised 2002) Published by the Energy Efficiency Office under its best practice programme and available free of charge from: Enquiries Bureau, Building Research Energy Conservation Support Unit (BRECSU), Building Research Establishment, Garston, Watford WD2 7JR Tel. 01923 664258

1.5.2	Affordable Water (July 1997) Published by Hastoe Housing Association Tel. 020 8943 4433
1.5.2	A client's guide to greener construction Published by CIRIA, 6 Storey's Gate, Westminster, London SW1P 3AU Tel. 020 7222 8891
1.6.3	Carrying out adaptations (May 1998) Published by the Housing Corporation. Tel. 020 7393 2228

NOTEWORTHY AMENDMENTS FROM PREVIOUS EDITION (AUGUST 2000)

	<p>Introduction</p> <p>Change in SDS structure</p> <p>Client's Charter in lieu of Egan proxies</p> <p>Emphasis on design issues</p> <p>General updating</p>
	<p>Section 1: Quality of housing</p> <p><i>Applicability</i></p> <p>Waiver relaxation for rehabilitation</p> <p>Waiver wording change relating to Section 106 agreements</p> <p>Housing for sale updated</p> <p><i>HQIs</i></p> <p>HQI database indicates combined HQI score of 60–65 readily achievable for newbuild</p> <p>General updating throughout</p>
1.1	<p>External environment</p> <p>1.1.1.14 Withdrawn</p> <p>1.1.1.15 Withdrawn</p> <p>1.1.1.17 Reference to CABE</p>
1.2	<p>Internal environment</p> <p>1.2.1.33 Withdrawn</p> <p>1.2.1.33a New addition relating to water temperature control</p> <p>1.2.1.63 Amendment relating to sheltered facilities</p>
1.3	<p>Accessibility</p> <p>Wording revision to covering note</p> <p>1.3.1.3 Additional clarity provided</p> <p>1.3.1.4 Additional clarity provided</p> <p>1.3.2.3 Additional clarity provided</p> <p>1.3.2.8 Revised wording for clarity of interpretation</p> <p>1.3.2.11 Additional and revised wording for clarity of interpretation</p> <p>1.3.2.12 Amendments allowing more flexibility</p>
1.4	<p>Safety and security</p> <p>1.4.1.2 Withdrawn. Relates to window cleaning</p> <p>1.4.1.3 Withdrawn. Relates to window restrictors</p> <p>1.4.1.8 Wording revision allowing more flexibility</p> <p>1.4.2.6 Revised wording for clarity of interpretation</p> <p>1.4.2.7 Withdrawn. Relates to window locks in certain locations</p>

continued...

1.5	Energy efficiency, environmental sustainability and noise abatement
1.5.1.1	Revised significantly
1.5.1.4	Amended to delete reference to energy label B
1.5.1.5a	New clause relating to rehabilitation
1.5.1.6	Revised significantly
1.5.1.7	Revised significantly
1.5.1.8	Withdrawn
1.5.2.1	Revised significantly
1.5.2.2–5	Withdrawn
1.5.2.10	Amended
1.5.3.2	Withdrawn
1.5.3.4	Withdrawn
1.5.3.7	Withdrawn
1.6	Maintainability, durability and adaptability
1.6.2.10	Amended
1.6.2.11	New recommendation introduced — ‘Construction Skills Certification Scheme’ (CSCS)
1.6.4.3	Revised significantly
1.8	Temporary Social Housing (TSH)
1.8.1.4	Amended
1.8.1.5	Amended
	Section 2: Procedural compliance
2.1.1–3	Withdrawn
2.1.5.2	Amended
2.1.7.4	Withdrawn
2.2.1.1	Withdrawn
2.2.1.6	Amended
2.2.3.4	Withdrawn
2.2.4.1–2	Withdrawn
	Old Part B — Performance Standards
All	Withdrawn
	Primary reference documents
All	Revised significantly
	Further reference documents
All	Revised significantly

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