



Waverley Borough Council Scrutiny Review

Housing Design Standards for New Council Homes

A Review Report of the Housing Overview & Scrutiny Committee

July 2018

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Housing Design Standards Scrutiny Review

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Chairman's Foreword

Waverley Borough Council (the Council) last published standards for Council House design in 2014. This report documents the detailed scrutiny work carried out by a task group of the Housing Overview and Scrutiny Committee between November 2017 and May 2018 to support the scheduled review of those standards, which are due to be brought to Council for approval in Autumn 2018.

Not all borough councils maintain a stock of council housing or build new houses. The Council is proud to both maintain a large stock of council owned accommodation and to augment that stock by renovating older properties, and building new properties when funding allows.

In April 2018 the Council published a new Five Year Housing Strategy. The timing of the design standards review work fits well with the release of the new Housing Strategy in that two of the four key pillars of that strategy are to *Increase delivery of well designed, well built affordable housing*, and to *make best use of existing homes*. The first of these two pillars talks explicitly of good design. The second implicitly requires good design if it is to be delivered.

Notwithstanding the pre-determined requirement to periodically update the design standards, in addition to the publication of the Housing Strategy, several other events have happened since 2014 that warrant a thorough review. The Code for Sustainable Homes (CfSH) was replaced by the National Technical Standards in 2015. In 2017 the Grenfell Tower tragedy occurred, the enquiry into the causes of which is ongoing. The updated Waverley standards need to incorporate changes and learnings from these events.

In conducting the review, members of the task group (the Group) have consistently challenged officers to ensure that the new standards are current in terms of legislation and good building practice, that properties to be constructed using the new standards will blend with market housing, and that any improvements to the standards have minimal cost impact, thus enabling the Council to deliver as many new properties as possible for the available budget. The review has looked to the

future and sought to include good levels of provision for existing technology such as power points and internet connection as well recognising the need to accommodate emerging technology such as making provision for external electric car charging points. Wherever possible, flexibility has been built into the standards to allow for future adaptation of properties to accommodate more challenged tenants.

Design aspects to be improved have been identified by interacting with residents, and site visits to a variety of recently completed, newly completed and under-construction properties have been used to sense check the decisions that have been made. The purpose was to gauge what the proposed minimum bedroom sizes look like in reality; how much garden space is appropriate; and how much storage space a family needs.

The members of the Group have tackled the review with considerable commitment and enthusiasm, supported ably by the excellent co-operation, hard work and diligence of Officers from Scrutiny, Democratic Services and the Housing Development team. A shared commitment to making the next generation of Waverley Council properties even better than those built in recent years has driven the effort that has gone into this review.

Councillor Richard Seaborne,

Chairman of the Housing Design Standards Task Group

1. EXECUTIVE SUMMARY

Background

- 1.1 Waverley Borough Council (the Council) maintains Housing Design Standards for New Council Homes, which it sets out to review and update every 3 years. This report sets out the findings from the Member Scrutiny Review of the 2018 update of these standards.
- 1.2 Good quality homes consist of well thought out internal design with optimised use of internal space, provide adequate and well designed external amenity space and are high performing in terms of energy performance and sustainability.
- 1.3 Members reviewed 3 aspects of Housing Design: internal design (space) standards, external space standards and building regulations and sustainability.
- 1.4 Particular attention was paid to relevant changes in regulations and to other relevant factors occurring since the 2014 standards was written. These include:
 - the replacement of the Code for Sustainable Homes in 2015;
 - updates to Building Regulations; and
 - safety concerns arising from the 2017 Grenfell Tower disaster.
- 1.5 It is expected that the recommendations of this Scrutiny Review will inform the design proposals for Site C at Ockford Ridge and future housing development schemes.

2. CONCLUSIONS

- 2.1 The Group recognised the huge importance to tenants' well-being of a well-designed and comfortable home. Undertaking this review allowed the Housing Design Standards task and finish group to take a step back from the day-to-day housing role of the Council and examine the nuts and bolts of Waverley new builds.
- 2.2 The review has made every effort to ensure that the updated standards are current and complete in terms of incorporating changes to housing design practice that have emerged since 2014. The review greatly benefited from the knowledge and understanding of visiting officers with expert understanding in their particular and relevant field and from site visits which were very helpful.
- 2.3 The Council has an ambitious and exciting aim to build new affordable social rent homes that are well-designed, sustainable and support strong and vibrant communities. The aim is to provide homes in attractive

neighbourhoods with the space and layout required for modern day living, with adaptability built in from the start to meet the changing physical needs of tenants throughout their lives.

- 2.4 As part of the review process the Group visited newly built houses in the borough as well as homes occupied by tenants. The Group would like to thank tenants who invited them into their homes and provided this invaluable opportunity. The Group listened to their experiences of every day living in our properties and through this identified areas for improvement as well as discovering what was working well.
- 2.5 The Group considered the fact that housing needs change over a period of time that is relatively short compared to the expected life of properties, necessitating future-proofing through careful design of the standards.
- 2.6 In order to achieve best value for money for tenants, building costs were always considered. Visiting existing properties allowed the Group to learn from current practice and make suggestions for improved value for money which were then reflected in the standards.
- 2.7 The proposals recognise the changes in residents' expectations and the Council's need to comply with legislation in many areas and requirements associated with climate change, building regulations and sustainability.
- 2.8 The Council wants to ensure resources are used as efficiently and effectively as possible. Subject to confirmation of cost, the review aspires to achieve a target improvement of 35% in Dwelling Emission Rate (CO₂) prioritising 'fabric first'¹ principles. This will also assist in delivering lower energy bills and water consumption for tenants. The proposed standards ensure that homes are future-proofed for the increasing use of electric vehicles, with the installation of easily accessible charging point wiring.
- 2.9 Incorporation of new design technology in terms of insulation and roof design should lead to significantly more energy efficient homes and better use of roof space.
- 2.10 The Group paid great attention to the differing needs of modern family units in terms of design, space (including outside space), noise pollution and car parking. The Group has been scrupulous in not only taking into account associated costs and land availability but the comfort, pride and enjoyment of future residents and their future needs.
- 2.11 The proposed space standards meet, and in some areas exceed, those set nationally, including those for storage.

¹ According to [Design Buildings Wiki](#) 'a 'fabric first' approach to [building design](#) involves maximising the performance of the [components](#) and [materials](#) that make up the [building fabric](#) itself, before considering the use of mechanical or electrical [building services](#) systems. This can help reduce capital and [operational costs](#), improve energy efficiency and reduce carbon emissions. A fabric first method can also reduce the need for [maintenance](#) during the building's life'.

2.12 This review of the design standards will assist Waverley to deliver quality homes that fit in with the character of the area and support the health, safety and well-being of the occupants.

3. RECOMMENDATIONS

The Portfolio Holder for Housing and the Executive are asked to consider the following recommendations:

RECOMMENDATIONS FOR INCLUSION IN THE REVISED 'DESIGN STANDARDS FOR NEW COUNCIL HOMES' AND;

FOR DWELLINGS ON SITE C AT OCKFORD RIDGE TO MEET THE FOLLOWING RECOMMENDED MINIMUM m² DESIGN STANDARDS:

Design Principles

1. To expand the text describing the principle 'Future Proof' to reflect emerging new technologies as suggested in paragraph 4.8 of this report.
2. To include the words 'Safe' in front of the principle 'Secure' to safeguard tenants against the risk of fire hazards; flooding, and trips, slips and falls.
3. That a statement outlining Waverley's commitment to meeting all building regulations is made explicit in the revised design standards.
4. That the principle 'Sound: Homes that meet all building regulations to minimise noise pollution' is adopted.
5. For Officers to incorporate the relevant findings from the inquiry into the Grenfell Fire disaster into the revised 'Housing Design Standards for new Council Homes' when they become available and to adopt the regulatory framework as a package, as outlined in the [Building a Safer Future – Independent Review of Building Regulations and Fire Safety: Final Report](#) May 2018.

Ockford Ridge Proposed Site Layout Options:

6. Site 'C' Ockford Ridge development is delivered in accordance with the recommendations of the Group.

Internal Design Standards

7. For new builds to meet the minimum gross internal area² requirements per property type:

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/5 person House (m ²)
RECOMMENDATION: Proposed new Waverley Standard	50	70	83	86 (1 storey) 96 (2 storey) 102 (3 storey)

8. For the minimum size of a single bedroom to be no less than 7.5m², for a double bedroom to be no less than 12.5m² and a twin room to be the equivalent of two single rooms of 7.5m², and for all to have the below corresponding widths:

	Single Bedrooms (m)	Double Bedrooms (m)	Twin rooms (m)
RECOMMENDATION: Proposed Waverley Standard	2.15	2.75	2.75

9. For ceilings to be a maximum of 2.4m in height, excluding rooms with sloped ceilings³.

10. For new builds to meet the minimum living space requirements per property type:

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/ 5 person House (m ²)
RECOMMENDATION: Proposed new Waverley Standard	23	27	27	29

² Gross internal area of a dwelling is defined as the total floor space measured between the internal faces of perimeter walls that enclose the dwelling.

³ In rooms with sloping ceilings, at least 50% of the floor area should have a floor to ceiling height of 2.1m

11. For new builds to meet the minimum storage space per property type:

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/5 person House (m ²)
RECOMMENDATION: Proposed new Waverley standard	2.5	3.0	3.0	3.5

12. The revised standard should reflect the space standards contained in table 4 (page 20) and should specify separate floor to ceiling ventilated airing cupboard of a minimum area of 1m² with a heat source.

13. For the design standards to include a covered porch at the main defined entrance point (either at the front of the house, but not necessarily enclosed, or where there is a defined rear access), with the additional optional provision of a reception area adjacent to the main defined entrance point.

External Appearance

14. That the number of car parking spaces per dwelling meets the requirements set out in the current Waverley parking guidelines⁴.

15. To continue to make the distinction between the number of spaces in urban and rural settings by following the existing Waverley Parking Guidelines.

16. Continue to provide 4.8m x 2.4m for C3⁵ general needs in-curtilage parallel / bay car parking with at least one space that can be widened to 3.3m.

17. Continue to provide 6.1m x 2.4m for C3 general needs 0°/linear car parking with at least one space that can be widened to 3.3m.

18. For group parking specify disabled parking dimensions and ensure spaces are no less than 4.8m x 3.6m, with an additional demarcated area of 1.2m at the rear to enable wheelchair access; and in grouped parking situations where 10 or more spaces are provided, for 10% of spaces to meet the minimum

⁴ At the time the report was written the parking guidelines in use were the Waverley Parking Guidelines 2013.

⁵ C3 is a classification within 'Use Classes'. Use Class C3 refers to Dwelling Houses, which is covered by three parts (a, b and c). See link for more information:
https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use

disabled parking dimensions. For grouped parking situations with fewer than 10 spaces one space shall meet the minimum disabled parking dimensions.

19. To include provision of wiring for one electrical charging point per residential property with in-curtilage parking, and provision of wiring for one electrical charging point per 10% of group or undedicated parking spaces with a minimum of one space.
20. Continue to provide per dwelling a 6' x 4' shed with a secure locking cycle point within the rear private garden.
21. Where a communal play area is part of the design in a development, for 'A' frame stands to be included to accommodate secure visitor and children's cycle parking.
22. New builds should aim to meet the recommended garden space size per property type, whilst seeking to utilise the site's full development potential:

	1 and 2 bed flat (m ²)	2 bed house (m ²)	3 bed house (m ²)	4 bed house (m ²)	5 bed house (m ²)
RECOMMENDATION: Proposed new Waverley Standard	25m²	50m²	60m²		

23. To continue to ensure paths within the curtilage of individual dwellings are a minimum 900mm (0.9m) in width.
24. To continue to ensure building entrances with communal paths are a minimum 1.2m in width.
25. Gateways should be a minimum of 850mm wide.
26. For significant developments, particularly where planning and construction are carried out in distinct phases, to include an integration and whole site design plan; and
27. For significant developments to include an infrastructure needs assessment, which includes broadband, mobile phone coverage and fifth generation wireless (5G).

Building Regulations and Sustainability

28. For new builds to achieve a minimum of 9 out of the 12 Building for Life 12 criteria in order to secure Built for Life™ accreditation.
29. Depending on the outcome of the ongoing cost analysis referred to in paragraph 4.66, Waverley should aspire to adopt the standard set out in the 2016 London Plan Policy 5.2, with a target of achieving a 35% improvement in Dwelling Emission Rate (CO₂) on site relative to Part L of the 2013 Building Regulations.
30. For new builds to continue to achieve <105 litres of water per person per day.
31. For the level of access and adaptability (M4)⁶ to be defined by type of building and specify the following:
 - Flats/maisonettes: M4 level 2 standard for ground floor accommodation. Accommodation on upper floors would require installation of a lift or its own staircase to meet M4 level 2 standard.
 - General need dwelling: M4 level 2.
 - Wheelchair user dwelling: M4 level 3.

Roof space

32. That the revised Design Standards include a design element for loft space to incorporate a habitable bedroom; and that this should only apply to house types with 3 + bedrooms and would therefore vary scheme to scheme.
33. Building into the roof to create a habitable bedroom should be considered per scheme as a cost effective solution for creating additional bedroom space in 1 and 2 bed homes without increasing the building's footprint.

⁶ M4 refers requirement 'M' in Building Regulations on Access to and use of Buildings. M4 is divided into 3 categories: M4(1), M4(2) and M4(3). M4 (1) is the a minimum requirement for all visitable dwellings and is achieved when a dwelling makes reasonable provision for most people, which includes wheelchair users able to access and enter the dwelling, including habitable rooms. M4(2) and M4(3) are 'optional requirements' as defined in the Building Regulations and are only required if specified in planning permission, otherwise dwellings only need to meet M4(1). M4(2) is a requirement for accessible and adaptable dwellings and M4(3) is a requirement for wheelchair user dwellings. For more information on M4 categories, see either figure 2 of this report (page 27), or visit: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/540330/BR_PDF_AD_M1_2015_with_2016_amendments_V3.pdf

4. REPORT

Conduct of the Review

- 4.1 **Four councillors and one member of the Tenants' Panel from the Housing O&S Committee were assigned to form a Task Group⁷ to conduct a Scrutiny Review prior to the drafting of updated standards and specifications. Members received the scoping report which sets out the terms of reference for the task group (Appendix B) in November 2017.**
- 4.2 The Group reviewed internal design (space) standards, external space standards and building regulations and sustainability. Members have also been on site visits to a number of council housing sites, including Wey Court, Godalming (WBC scheme), Church View, Station Road, Godalming (WBC scheme) and Furze Lane, Farncombe (Croudace / Mount Green Housing Association), Site B at Ockford Ridge.

BACKGROUND

- 4.3 The Council adopted the current Housing Standards and Specifications in April 2014. When this report was brought to full Council it was recommended that as government guidance, building standards and best practice changes, current standards and specifications should be regularly reviewed to reflect these changes.
- 4.4 Since the Council adopted the new Design Standards and Specifications in 2014 the Government has concluded a Housing Standards Review (2015) that aimed to simplify government regulations and standards within a set of Building Regulations. The Government also provided further guidance on Housing Standards by introducing new Technical Housing Standards.⁸
- 4.5 The Housing Standards Review gave local authorities the optional requirement to require developers to build to higher standards than the minimum requirements in the Building Regulations Part M (Access to and use of buildings) and Part L (water usage). In addition the Government no longer requires local authorities to adopt the Code for Sustainable Homes as a planning condition for new developments.
- 4.6 Members of the Housing Overview and Scrutiny Committee went on a site visit around Ockford Ridge, a Council-owned housing estate in Godalming, in August 2017 to look at the new social homes being built. Members observed that the loft space in the show homes on site 'A' appeared much larger than

⁷ The notes of the Group's meetings are available on request from officers.

⁸ <https://www.gov.uk/government/publications/technical-housing-standards-nationally-described-space-standard>

is normally the case. Furthermore Waverley's standard tenancy agreement specifies that the loft space is not accessible to tenants. The observation that use of loft space for additional accommodation of storage may represent an opportunity provided increased impetus for members to review the Council's design standards for new builds. The opportunity to review the Council's Design Standards for new Council Homes is therefore timely. It also provided an opportunity to collect and review feedback from tenants in recent new builds to learn what aspects of design worked well for them and what they would like to see improved.

4.7 The existing standards⁹ for new Council homes had been prepared in 2013 (adopted 2014) and had taken account the following set of standards: Design and Quality Standards, HCA (2007); the Housing Quality Indicators, HCA (2011); Consultation by the DCLG on Housing Standards; Waverley's Parking Standards (2013); and feedback from residents who live in new housing association homes.

4.8 Members met to discuss the scope of the scrutiny review design principles:

- **Fit for purpose:** homes that reflect modern lifestyles and meet the current needs of tenants.
- **Future-proof:** homes that are robust but flexible, with the ability to adapt to the changing needs of existing and future tenants, **and which are designed to make provision for incorporation of emerging technologies.**
- **Community:** homes that respect and enhance the character of the local area and create mixed communities where people want to live.
- **Sustainability:** homes that meet high levels of sustainability to reduce the impact on tenants of rising fuel costs and minimise environmental impact.
- **Choice:** homes that provide a range of sizes and types to reflect local needs and provide choice to households on the housing register.
- **Secure:** homes that provide safe places for tenants to live and discourage crime in the local community.
- **Good management:** homes that enable the Council to manage better and maintain its stock.

4.9 Members felt that the principle 'Future Proof' should also make reference to new technologies, such as electric charging for bikes and cars.

RECOMMENDATION: To expand the text describing the principle 'Future Proof' to reflect emerging new technologies as suggested in 4.8.

4.10 Members agreed that 'Secure' should become 'Safe and Secure' to reflect the need to minimise through design the risk of fire, flood and trips, slips and falls.

⁹http://www.waverley.gov.uk/downloads/download/1841/design_standards_and_specifications_for_new_council_homes

RECOMMENDATION: To include the words ‘Safe’ in front of the principle ‘Secure’ to safeguard tenants against the risk of fire hazards; flooding, and trips, slips and falls.

4.11 The Grenfell fire disaster in Kensington on 14 June 2017 brought into question the safety standards of building control regulations, but also implications on housing design.

RECOMMENDATION: For Officers to incorporate the relevant findings from the inquiry into the Grenfell Fire disaster into the revised ‘Housing Design Standards for new Council Homes’ when they become available and to adopt the regulatory framework as a package, as outlined in the [Building a Safer Future – Independent Review of Building Regulations and Fire Safety: Final Report](#) May 2018.

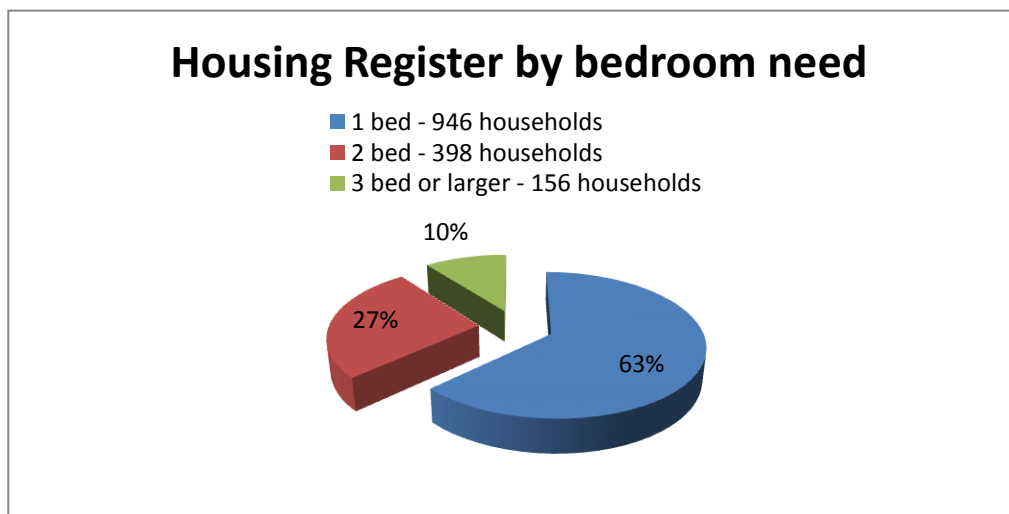
4.12 Members also felt that whilst it was a given that all Waverley developments would meet building regulations, this should be explicitly stated in the principles, including the addition of the management of sound so as to minimise noise pollution.

RECOMMENDATION: That a statement outlining Waverley’s commitment to meeting all building regulations is made explicit in the revised design standards.

RECOMMENDATION: That the principle ‘Sound: Homes that meet all building regulations to minimise noise pollution’ is adopted.

4.13 Members felt an analysis of housing need based on the Council’s housing register gives a better indication of the type and size of properties on which the Group should focus its attention.

Figure 1: Housing Register applicants housing need as of 1 April 2017



4.14 It is clear from data shown in figure 1 that there is a predominant need in Waverley for 1 bed homes. However, members were informed that the greatest demand currently is for 2-bed, 4-person homes rather than 1-bed

homes, as outlined in the West Surrey Strategic Housing Market Assessment (SHMA) 2015 This was because a 2-bed home is more flexible for couples who want to have a family and is more practical as a 2-bed could have slightly larger bedrooms that could be divided if necessary to accommodate two children of different sexes. Members were informed that housing need changes periodically and that 10 years ago the greatest need was for 3-4 bed homes. Members subsequently agreed to review the design standards for 1 bed / 2 person flat; 2 bed / 4 person flat; 2 bed / 4 person house; and 3 bed / 5 person house.

4.15 In order to get a better understanding of the design standards Waverley were working to, members went on a site visit to view new build social housing being developed in partnership with the Council. These were Wey Court (WBC scheme), Godalming, Church View (WBC scheme) and Godalming and Furze Lane, Farncombe (Croudace / Mount Green Housing Association Scheme). Observations made by members were:

- Some fitted cupboards are beneficial.
- Large windows provided a good level of natural light into the property.
- Bathroom storage (e.g. vanity unit or bathroom cabinet) would be nice to provide for tenants.
- In mixed market and affordable developments, the different tenures should not be obvious from the external appearance.

4.16 Members also had the opportunity to speak to some tenants who had moved into newly developed homes. The feedback from tenants was that:

- Rear parking led to the front door not being sufficiently used.
- Carpets in the kitchen are not practical.
- Insufficient provision of storage space was a challenge.

4.17 Members heard how Housing Design Standards acted as guidance for developers and were not currently adopted Council policy. Designs were assessed on a site-by-site basis in order to strike balance between financial and practical constraints. Housing standards could only be enforced if they were included in a local planning document. As a result, numerous national examples of design standards exist, for example: The Housing Manual (1949); Parker Morris dwelling space standards (1961); Homes and Communities Agency Design and Quality Standards (2007); Standards and Quality in Development, HATC (2008); The London Plan (2011: including the London Housing Design Guideline SPD 2012, London Plan 2016 & 2017); Building for Life 12 (2016). In 2015 the Government set out the nationally described space standard to try to standardise minimum gross internal floor areas for developers to work to (enforceable through local planning documents). In addition the Group reviewed a handful of design standards that Local Authorities work to in order to compare and judge Waverley's current standards (2014).

4.18 The Scrutiny Review applies to new homes developed and funded by Waverley Borough Council, and focussed on:

- general needs affordable housing for rent;
- internal design (space) standards, including internal storage space provision and potential use of roof space;
- accessibility and adaptability standards;
- external space standards / gardens / amenity space;
- parking provision;
- materials – e.g. shaver sockets/towel rails; and
- opportunities for future proofing and adaptation to changing circumstances.

4.19 External expertise was brought in to inform discussions of sustainability and the use of roof space.

4.20 During the same time as the scrutiny review, Waverley completed a review of its tender specification, which included some elements of design. The latest tender specification was produced in 2017 and is referenced in this report as the 'Draft Waverley General Design and Information Requirements 2017' (GDI). Any approved changes to the Design Standards as a result of this scrutiny review will be incorporated into the next update of this tender specification.

EVIDENCE TO THE TASK GROUP

INTERNAL DESIGN STANDARDS

4.21 Members reviewed four aspects of internal design: gross internal area, bedroom size, living spaces and design layouts; and internal storage. Desktop research was conducted to showcase a range of space standards to compare with Waverley's current (2014) standard in order to make a judgement whether to increase or decrease the space standard. This can be found in Appendix C¹⁰ of the [Housing Overview and Scrutiny Committee version of this report](#). To help make this judgement, members were informed about the cost implications of any proposed changes and were mindful of the need to balance relative design quality with the number of homes that can be built for a given specification. This exercise was repeated for each design standard throughout the duration of the review.

Gross internal area

4.22 Members reviewed the comparison of gross internal areas between Waverley's 2014 standards, the National Standards, other written guidance and a handful of examples from local authorities. Whilst Waverley's 2014 standards were not too dissimilar from the Nationally Described Space Standard (2015), members agreed that the standards set out in the London Plan (2011) were a good standard to follow as the London Plan (2011) corresponded to the 2015 standards except for 2 bed/4 person house and the 3 bed/ 5 person house (2 and 3 storey) where it was slightly more generous.

4.23 Members were informed that the standards in the London Plan (2011) would have been considered carefully in the context of cost of land, and the marginal increases in gross internal area over the Nationally Described Space Standard were not extravagant. The proposed new standards are presented in Table 1.

¹⁰ Please note, information contained in appendix C of the [Housing Overview and Scrutiny Committee version of this report](#) was obtained before the report was published and developments since publication may mean this information is no longer correct.

Table 1: Gross Internal Area

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/5 person House (m ²)
Waverley 2014	48	70	83	96
National Standards 2015	50	70	79	86 (1 storey) 93 (2 storey) 99 (3 storey)
London Plan 2011	50	70	83	86 (1 storey) 96 (2 storey) 102 (3 storey)
RECOMMENDATION: Proposed new Waverley Standard	50	70	83	86 (1 storey) 96 (2 storey) 102 (3 storey)

4.24 The incremental costs of increasing gross internal area by 10%, for example on a two bed house from 48m² to 52.8m², are £9,600. The increase from 48m² to 50m² increases the cost build cost by £4,000 based on a build cost rate per m² of £2,000.

Table 2: Cost comparison of house types

Unit Type	1-bed/2 person flat	2-bed/3 person flat	2-bed/4 person flat	2-bed/4 person house	3-bed 5/ person house
Floor area of unit in m ²	48	61	70	83	96
Addition of 10% *	4.8	6.1	7	0	0
Total floor area in m ² *	52.8	67.2	77	83	96
Works cost per m ²	£2,000	£2,000	£2,000	£2,000	£2,000
Works cost only	£105,600	£134,400	£154,000	£166,000	£192,000
Total scheme cost per m ² **	£2,412.48	£2,408.88	£2,412.48	£2,653.72	£2,653.71
Total cost per unit **	£127,379	£161,877	£185,761	£220,259	£254,757

* To allow for communal and circulation space in flats

** The total cost per unit is inclusive of works, professional fees, contingency and interest costs within the development appraisal.

Bedroom Size

4.25 Waverley's current 2014 design standard (m²) at level 2 for minimum bedroom space is 7.5m² for a single bedroom and 12.0m² for a principle double bedroom. The Waverley General Design and Information Requirements (GDRs) specify that the minimum size of a single room should be 7.5m² and the minimum size for the main double room should be 12.0m² with other double bedrooms being at least 11.5m².

4.26 Members reviewed a range of bedroom size examples for a principle double bedroom (details can be found in Appendix C of the [Housing Overview and Scrutiny Committee version of this report](#)). Across the majority of examples reviewed, 12m² appeared to be the accepted standard for a double bedroom.

4.27 Members agreed that the minimum size for a single room should be 7.5m² (with a minimum width of 2.15m), and 12.5m² for a double bedroom (with a minimum width of 2.75m). Members noted that a twin room should be the equivalent of two single rooms of 7.5m² to allow for sub-division.

RECOMMENDATION: For the minimum size of a single bedroom to be no less than 7.5m² for a double bedroom to be no less than 12.5m² and a twin room to be the equivalent of two single rooms of 7.5m², and for all to have the below corresponding widths:

	Single Bedrooms (m)	Double Bedrooms (m)	Twin rooms (m)
RECOMMENDATION: Proposed Waverley Standard	2.15	2.75	2.75

4.28 Some members of the Housing Overview and Scrutiny Committee went on an additional site visit to Site D at Ockford Ridge in March 2018 to review progress with the development. During the visit, members observed the high ceiling heights in some of the properties they visited (2.7m – 2.8m). Members noted that whilst the minimum floor to ceiling height is 2.1m, the practical maximum standard ceiling height (2.4m) should be adopted in the revised set of design standards.

RECOMMENDATION: For ceilings to be a maximum of 2.4m in height, excluding rooms with sloped ceilings.¹¹

¹¹ In rooms with sloping ceilings, at least 50% of the floor area should have a floor to ceiling height of 2.1m

Living Spaces and Design Layouts

4.29 The Living area is defined as the lounge, kitchen and dining area. Waverley's preference is for kitchen/diners rather than a separate dining and living room as this is more convenient for modern living, and more practical for families and older people with mobility issues.

4.30 Members felt that the living areas set out in the Waverley GDR 2017 were low (18.5m² combined living/dining and kitchen area) when compared to other design standards adopted by Councils, and that this did not allow for additional living space needed when there are more people in the home. NB: In Appendix C of the [Housing Overview and Scrutiny Committee version of this report](#) 'Living area size comparison' shows for the majority of examples combined living / dining and kitchen space. When this is the case it is specified in the footnotes.

4.31 The London Plan 2011 standard increased the living area by 2m² for each additional person; members felt this was a reasonable approach and should be incorporated into the revised set of design standards.

Table 3: Living space area

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/ 5 person House (m ²)
Waverley General Design and Information Requirements 2017	18.5	18.5	-	-
London Plan 2011	23	27	27	29
RECOMMENDATION: Proposed new Waverley Standard	23	27	27	29

Internal Storage

4.32 Storage space is defined useable space in an airing cupboard with the addition of kitchen cupboards (i.e. built in storage space excluding furniture). Members felt that having an airing cupboard was a useful facility for airing laundry as well as a useable storage space. In addition, the airing cupboard should be provided with a heat source.

4.33 Waverley’s current 2014 standard specify 2.5m² of internal storage for a 1 bed / 2 people flat and a 2 bed / 4 person home. This increases to 3.0m² for a 3 bed / 5 person home. Members felt that the amount of storage space should increase in line with the number of bed-spaces in the home and should reflect the measurements and criteria outlined in the Waverley 2017 GDRs (see table 4).

4.34 Members also commented that it would be helpful to define storage space as volume m³ as well as prescribing inclusion of some storage to accommodate bulky items such as ironing boards, upright vacuum cleaners and brooms.

Table 4: Storage space

	1 bed/2 person Flat (m ²)	2 bed/4 person Flat (m ²)	2 bed/4 person House (m ²)	3 bed/5 person House (m ²)
Waverley 2014	2.5	-	2.5	3.0
Waverley General Design and Information Requirements 2017	2.5	-	3.0	3.5
RECOMMENDATION: Proposed new Waverley standard	2.5	3.0	3.0	3.5

RECOMMENDATION: The revised standard should specify a separate floor to ceiling ventilated airing cupboard space of 1m² with heat source.

Porches

4.35 Members discussed the exterior of homes and whether the design standards should include provision of a covered porch area situated at the front of the house, and / or a reception area towards the front of the property to avoid having to enter through the front door directly into the living room.

RECOMMENDATION: For the design standards to include a covered porch at the main defined entrance point (either at the front of the house, but not necessarily enclosed, or where there was a defined rear access), with the additional optional provision of a reception area adjacent to the main defined entrance point.

EXTERNAL APPEARANCES

4.36 Members reviewed a handful of external design standards, such as car parking (including disabled parking), cycle storage provision and garden size.

Car Parking

4.37 Members looked at both general needs car parking as well as disabled user parking and reviewed both the number of parking spaces provided, and the size of the spaces. As there are many use classifications, members focused on car parking standards for use class C3: dwelling houses / residential development (family houses, up to 6 residents living as a single household, including households where care is provided). Members noted that homes provided by Waverley had always provided in-curtilage parking and did not rely on the availability of on-street parking. Members proceeded to discuss parking space numbers and dimensions with this in mind.

4.38 The Waverley Parking Guidelines (2013) sets out standards for general use car parking. The guidance is based off 'Vehicular and Cycle Parking Guidance' Surrey County Council (January 2012) and supersedes the County Councils 2003 parking guidelines.

4.39 The number of spaces per dwelling as set out in the Waverley Parking Guidelines (2013) for residential development (C3) is presented below:

Table 5: Number of car parking spaces per dwelling

Locational Characteristics	Town Centre	Rest of Waverley
1 bed	1 space per unit	1 space per unit
2 bed	1 space per unit	2 spaces per unit
3 + bed	1.5 spaces per unit	2.5 spaces per unit

4.40 Members agreed that the number of spaces provided would need to follow the adopted Waverley Parking Guidelines (2013) and expressed a preference for there to be a continued distinction between the number of spaces in urban and rural settings.

RECOMMENDATION: That the number of car parking spaces per dwelling meets the requirements set out in the current Waverley parking guidelines.

RECOMMENDATION: To continue to make the distinction between the number of spaces in urban and rural settings by following the existing Waverley Parking Guidelines.

- 4.41 The current Waverley Design Standards for new Council Homes (2014) adopted the guidance presented in table 5, however was silent on technical standards (dimensions). However, members were informed that Waverley had defined the dimensions of car parking spaces within the 2017 Employer’s Requirements; these were slightly larger than the Department of Transport Manual for Streets Guidance (2007).
- 4.42 The Waverley 2013 Parking Guidelines also references ‘Surrey Design’ (2002), which provides guidance for technical specifications and design for parking standards. Surrey Design (2002) recommends the following dimensions for parking spaces:

Table 6: Surrey Design (2002) car parking dimensions

Access from the end	2.4m x 4.8m
Access from the side	2.4m x 4.8m
Disabled parking bay	At least 3m x 4.8m

- 4.43 Members also considered the draft Waverley 2017 GDRs, which outline that individual parking spaces shall have minimum dimensions 4.8m x 2.4m for parallel / bay parking, and 6.1m x 2.4m for 0°/linear parking (nose to tail). In addition the GDRs provide guidance for disabled parking bays: in a grouped parking situation where 10 or more spaces are provided, 10% of spaces must have a minimum dimension of 4.8m x 3.3m to account for disabled car users. For grouped parking situations with fewer than 10 spaces one space shall meet the minimum disabled parking dimensions.
- 4.44 Members were satisfied with the requirement of 4.8m x 2.4m for general needs in-curtilage parking and 6.1m x 2.4m for 0°/linear parking. However, members felt that for disabled parking spaces there should be a minimum width of 3.6m with an additional demarcated area of 1.2m at the rear to enable wheelchair access. This is in accordance with the Building for Life standard.

RECOMMENDATION: Continue to provide 4.8m x 2.4m for C3 general needs in-curtilage parallel / bay car parking with at least one space that can be widened to 3.3m; and

RECOMMENDATION: Continue to provide 6.1m x 2.4m for C3 general needs 0°/linear car parking with at least one space that can be widened to 3.3m.

RECOMMENDATION: For group parking specify disabled parking dimensions and ensure spaces are no less than 4.8m x 3.6m, with an additional demarcated area of 1.2m at the rear to enable wheelchair access; and in grouped parking situations where 10 or more spaces are provided, for 10% of spaces to meet the minimum disabled parking

dimensions. For grouped parking situations with fewer than 10 spaces one space shall meet the minimum disabled parking dimensions.

- 4.45 Members also discussed the future proofing of new homes by specifying built in wiring for electric car charging points to be installed on site. Members expressed concern about the need to reduce CO₂ emissions and gave a preference for the exterior design to permit the installation of an electric car charging point.

RECOMMENDATION: To include provision of wiring for one electrical charging point per residential property with in-curtilage parking, and provision of wiring for one electrical charging point per 10% of group or undedicated parking spaces with a minimum of one space.

Cycle Parking

- 4.46 The standard for cycle parking spaces across the examples presented to members (see Appendix C of the [Housing Overview and Scrutiny Committee version of this report](#)) was one traditional Sheffield hoop-stand per dwelling. Waverley has traditionally provided a 6' x 4' shed with a secure locking point inside for each dwelling with private amenity (garden) space.

- 4.47 The Waverley 2017 GDRs provide provision of one cycle storage place per dwelling, provided communally for apartments or on an allocated basis within curtilage for houses.

- 4.48 Members had reservations about providing sheds with secure locking points on the presumption that they were underused. However, members recognised there ought to be some provision for cycle parking to promote active lifestyles, and there was no harm in continuing the current approach. It was further recognised that the increase in use of e-bikes may, in future, justify secure cycle parking.

RECOMMENDATION: Continue to provide per dwelling a 6' x 4' shed with a secure locking cycle point within the rear private garden.

- 4.49 Members also discussed the provision of cycle parking for visitors, and it was agreed that if visitors choose to travel by bike, visitors' cycles should be stored in their host's private garden.

- 4.50 Members heard that Waverley's flatted blocks were provided with 1 hoop stand per dwelling in a communal area. Members felt that there should be capacity for visitors, and if play areas are provided in a development, 'A' frame stands should be incorporated.

RECOMMENDATION: Where a communal play area is part of the design in a development, for 'A' frame stands to be included to accommodate secure visitor and children's cycle parking.

Garden Size

4.51 Members focused on rear private garden space when discussing garden sizes. The current Waverley Design Standards for New Council Homes (2014) and the Waverley GDRs (2017) specify a minimum private garden space (rear) of 50m². Across a range of examples from other local authorities members reviewed, 50m² was a common size for rear private garden space.

4.52 Members felt that 50m² was generous for a 1-bed/2 person home as previous experience from tenants who live in new builds at Ockford Ridge found the large gardens difficult to manage. Members agreed to reduce the garden size for all 1 and 2 bed flats to a minimum of 25m². Members felt however, that 25m² would be too small for a family home with children, and agreed that a range of minimum sizes starting at 25m² for a 1-bed/2 person home ranging up to 60m² for a 3 or 4 bed home was more appropriate guidance for the Design Standards.

Table 7: Garden space size

	1 and 2 bed flat (m ²)	2 bed house (m ²)	3 bed house (m ²)	4 bed house (m ²)	5 bed house (m ²)
Waverley 2014 and GDR 2017	50m ²				
RECOMMENDATION: Proposed new Waverley Standard*	25m²	50m²	60m²		

* whilst seeking to utilise the site's full development potential.

4.53 Members also briefly discussed provision of communal amenity space for flats, and were informed planning guidance exists on the minimum measurement. In the Waverley GDR 2017, for schemes which include apartments should have a communal garden area of 10m² per dwelling.

Landscaping (pathways)

4.54 Members briefly discussed landscaping and were informed that the Lifetime Home Standard provided good guidance on the topic. Waverley's 2017 GDI's specify that paths are to be, as a minimum, 900mm wide (0.9m), and

entrance points should be a minimum of 1.2m wide (Accessible and Lifetime Home Standard).

4.55 The Lifetime Homes Standard specifies the width of the path between the parking and the dwelling within the curtilage of individual dwellings should be a minimum width of 900mm (0.9m) and recommends increasing the width to 1.2m.¹² Furthermore the standard specifies that communal paths should have a minimum width of 1.2m, and recommends increasing the width to 1.8m¹³.

4.56 The Group agreed that it was important to also specify a minimum width for gateways. The Lifetime Homes Standard specifies that the minimum width of all dwelling entrance doors should be 800mm. Members felt that it was reasonable to exceed this by a small amount in order to improve access

RECOMMENDATION: To continue to ensure paths within the curtilage of individual dwellings are a minimum 900mm (0.9m) in width.

RECOMMENDATION: To continue to ensure building entrances with communal paths are a minimum 1.2m in width.

RECOMMENDATION: Gateways should be a minimum of 850mm wide.

4.57 Members briefly discussed the desire for a development that is conducted in a phased manner, like Ockford Ridge, to be well integrated and cohesive, both in design and in its exterior appearance in relation to other dwellings on site. Additionally, members mentioned that new developments of this scale should include an infrastructure needs assessment to inform broadband infrastructure and mobile phone coverage.

RECOMMENDATION: For significant developments, particularly where planning and construction are carried out in distinct phases, to include an integration and whole site design plan; and

RECOMMENDATION: For significant developments to include an infrastructure needs assessment, which includes broadband, mobile phone coverage and fifth generation wireless (5G).

Refuse Bin Storage

4.58 Members discussed provision for storing refuse bins when not in use at the property and were informed that planning required a defined space for refuse bin storage to be shown in block plans, but there was no prescription on the location or materials required. Members were informed that it was common practice to provide an area behind the garden shed or on the patio for home with a private rear garden to store the refuse bins. Members looked at 'Bindock' as an option to disguise refuse bins at the front of the property.

¹² <http://www.lifetimehomes.org.uk/pages/3-approach-to-all-entrances.html>

¹³ Ibid.

However, members came to the conclusion that for the time being there was suitable provision to store refuse bins in the designated space behind the garden shed provided, or on the patio in the rear private garden.

BUILDING REGULATIONS AND SUSTAINABILITY

Background

4.59 The Code for Sustainable Homes (CfSH) was replaced with the introduction of the National Technical Standards in 2015. As a result, many of the CfSH requirements were consolidated into a national framework centred on building regulations.¹⁴ Furthermore the National Technical Standards (2015) also included higher optional building regulations regarding access (part M) and water (part G). These optional requirements were comparable with the former requirement Code level 4. Members reviewed both of these optional requirements.

4.60 Waverley's 2014 Design Standards reflected CfSH Level 4 as a target. Members were informed that where this was not achievable, at least the energy, CO₂ and water standards of the CfSH Level 4 had to be met.¹⁵

4.61 The former CfSH now only existed for legacy projects and, or specific funding streams; otherwise there was no requirement to meet the standards in excess of what was required by the revised set of building regulations. Officers and members therefore had a desire to describe both a minimum and desired standard for all categories previously used by the CfSH. In the scope of this review, members looked at energy and CO₂ requirements and water requirements.

4.62 The 'Building for Life 12 is a government-endorsed industry standard for well-designed homes and neighbourhoods'¹⁶. There are twelve criteria set out by the standard, including standards regarding public transport and car parking. In order to achieve the Built for Life 12™ accreditation, a development must secure 9 'greens' against the individual criteria. Members considered this standard and recommended its adoption.

RECOMMENDATION: For new builds to achieve a minimum of 9 out of the 12 Building for Life 12 criteria in order to secure Built for Life™ accreditation.

¹⁴ <https://www.gov.uk/government/collections/approved-documents>

¹⁵ Categories of the former CfSH include: energy and CO₂ emissions, water, materials, surface water run-off, waste, pollution, health and wellbeing and management ecology.

¹⁶ https://www.designcouncil.org.uk/sites/default/files/asset/document/Building%20for%20Life%2012_0.pdf

Energy and CO₂ emissions

- 4.63 Waverley Current Design Standards (2014) worked to the equivalent of Code level 4 (deliver a minimum 25% improvement in energy preservation and CO₂ emission reduction for the dwelling emission rate (DER) 2010. To understand how the former CfSH, Part L of the Building Regulations 2013, London Plan 2016 and the Passivhaus standards perform against each other, members met with a representative of Stephen Taylor Architects, who provided a comparison of the energy and CO₂ requirements in each of these standards. The papers can be found in Appendix D of the [Housing Overview and Scrutiny Committee version of this report](#).
- 4.64 The former CfSH required a minimum 19% improvement in CO₂ emission relative to Part L of the 2013 Building Regulations. However, the London Plan 2016 set out CO₂ emission reductions in excess of Part L in order to achieve zero carbon homes. This translates into a 35% improvement in CO₂ emissions on site relative to Part L of the 2013 building regulations.
- 4.65 Passivhaus housing on the other hand is a voluntary certification that demonstrates a high level of energy performance. Members were informed that homes would still have to meet the Part L requirement in building regulations, but the standard is focussed on achieving zero energy use for heating: buildings are very highly insulated, with air-tight triple-glazed windows, and air-tight construction with very efficient mechanical heat recovery ventilation. The representative of Stephen Taylor Architects advised that according to Passivhaus Trust¹⁷ the estimated increase in building costs to achieve the Passivhaus standard over the minimum requirements set out in the building regulations was around 17%; and achieving the equivalent of CfSH Level 4 was estimated to add an additional 5% to the costs¹⁸.

Table 8: Comparison of CO₂ and energy performance relative to Part L Building Regulations 2010.

Standard	Energy performance
Part L Building Regulations 2013	6% CO ₂ improvement relative to Part L 2010
CfSH Level 4	19% improvement relative to Part L 2013
London Plan 2016	35% improvement on site relative to Part L 2013
Passivhaus	30-45% improvement in carbon emissions relative to Part L 2010.

¹⁷ Passivhaus Capital Cost Research Project:
<http://www.passivhaustrust.org.uk/UserFiles/File/Passivhaus%20Capital%20Cost%20Research%20Project%20-%20Passivhaus%20Trust,%20January%202015.pdf>

¹⁸ Cost of building to the Code for Sustainable Homes:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/6378/1972728.pdf

4.66 Members were advised by the representative of Stephen Taylor Architects that whilst the London Plan 2016 requirements were higher than Part L 2013 building regulations, schemes would be financially viable with outcomes broadly comparable to Passivhaus standard. Members requested that officers established the cost associated with achieving the London Plan 2016 requirements in comparison to the former CfSH Level 4 and Part L 2013 building regulations.

4.67 Members concluded that the Passivhaus standard would be too costly to achieve (a 17% uplift in costs compared to the CfSH level 4) and that it also relied on a high degree of adherence to operational requirements by tenants, e.g. keeping windows closed, which could not be guaranteed. There would also be additional costs in the use of land due to thicker walls required – this would have a direct impact on the number of homes that could be built per site. Members did however, agree that going beyond the Standards set out in Building Regulations (minimum 6% carbon dioxide saving relative to Part L 2010) and the Code for Sustainable Homes (minimum 19% relative to Part L in 2013) was desirable. The aspiration of achieving 35% will depend on the outcome of an analysis of cost of achieving the various levels of CO₂ Dwelling Emission Rates, which was ongoing at the time this report was generated but will be incorporated into the final updated standards.

RECOMMENDATION: Depending on the outcome of the cost analysis referred to in paragraph 4.66, Waverley should aspire to adopt the standard set out in the 2016 London Plan Policy 5.2, with a target of achieving a 35% improvement in Dwelling Emission Rate (CO₂) on site relative to Part L of the 2013 Building Regulations.

Optional Requirement (Water)

4.68 Members reviewed part G, the optional requirement for water, in building regulations. Waverley currently achieves <105 litres of water per person per day, which is equivalent to former CfSH levels 3 and 4. This standard was already being achieved at no additional cost through specification of restricted water flow. Members felt this was a good standard to achieve as it was less the standard set out in building regulations; <125 litres per person per day (<115 litres per person per day for the higher optional requirement).

Table 9: Building Regulations: Water usage

Legislation	Water
Code for Sustainable Homes Level 4 / Waverley 2014	< 105 litres of water per persons per day equates to levels 3 and 4
Building Regulations	<125 litre’s per person per day (115 litre’s per person per day for optional requirement)
RECOMMENDATION: Proposed new Waverley Standard	< 105 litres of water per day per person

Building Regulations Requirement (Access to and use of Building)

4.69 Members considered part M, the requirement for access to and use of buildings. For context, see figure 2 which outlines the levels of categories for access to and use of buildings.

Figure 2: M4 Categories for access to and use of buildings

- Requirement M4 (1): Category 1 – Visitable dwellings.
 - Compliance with this requirement is achieved when a new dwelling makes reasonable provision for most people, which includes wheelchair users to access and enter the dwelling, and access habitable rooms and sanitary facilities on the entrance level.
- Requirement M4 (2): Category 2 – Accessible and adaptable dwellings.
 - Step free access from parking to the dwelling, and to a ground floor WC, with provision for wheelchair users and the elderly.
 - Wall mounted switches and sockets at a height suitable for occupants with reduced reach.
 - Capability for adaptations in later life or for disabled occupants.
- Requirement M4 (3): Category 3 – Wheelchair user dwellings.
 - Fully adapted or adaptable dwellings for wheelchair users. The requirements of this option are more comprehensive and supersede those above.

4.70 Members agreed that M4 (2) should be further defined to specify that for flats to be M4 (2) compliant, the property would need to have a lift or its own staircase. All properties must be compliant with M4 (2), as adopted in Local Plan Part 1.

Waverley 2014	M4 level 2 for of the accessible and adaptable requirements for all general use dwellings. M4 level 3 for wheelchair user dwellings.
RECOMMENDATION: Proposed new Waverley Standard	All dwellings must comply with M4 level 2 for of the accessible and adaptable requirements for all general use dwellings. M4 level 3 for wheelchair user dwellings.

ROOF SPACE

- 4.71 Members of the Housing Overview and Scrutiny Committee went on a site visit around Ockford Ridge, a housing estate in Godalming, in August 2017 to look at the new social homes being built. Members observed that the loft space in the show homes on site 'A' appeared much larger than is normally the case. Furthermore Waverley's standard tenancy agreement specifies that the loft space is not accessible to tenants. However, the design for Site A does include scope to build into the roof space on some of the properties if required in the future through the specifications for adaptability by design.
- 4.72 Whilst Members recognised the benefit of having the potential to extend properties in to the roof, they also felt that by not designing built in habitable use of the roof space would be a missed opportunity. Members rejected the idea of converting lofts for the sole use of creating additional storage space, but instead gave preference to incorporating a habitable room within the space of the loft. This would provide an additional bedroom without increasing the buildings footprint and it would also provide additional storage capacity within the eaves of the loft.
- 4.73 Members and Officers were therefore keen to explore a design whereby a habitable room built into the loft space could be provided. The representative of Stephen Taylor Architects provided information and guidance on the matter, including some examples of schemes where houses had included a room in the roof. This highlighted a number of issues for members to consider, including: roof pitch height; whether to create space for a habitable room or primarily for storage space; insulation requirements and type, cost etc.
- 4.74 The representative of Stephen Taylor Architects provided examples of schemes where some houses had included a habitable room in the space of the roof. This illustrated the difference in room pitch needed. Members thought the mix of dwellings with and without the use of the additional bedroom in the roof added visual interest to the street scene by varying height and pitch of the roofline. The representative also showed an example of a development where the bedroom ceiling had been removed to give upper first rooms with high, pitched ceilings. This used the roof space effectively and allowed for the roof line to be kept low.
- 4.75 The representative also informed members that whilst it was a little more costly to insulate the roof to make a habitable roof space, it was not difficult to do and the benefit would be an additional bedroom for marginal increase in the footprint. Members heard that creating capacity to build into the roof space, then not doing so, was costly.
- 4.76 Figure 1, page 13, shows housing applicants housing need. It is clear from the data that there is a need in Waverley for 1 and 2 bed homes. In the context of building into the roof space, there is less of a need to build into the roof space of 1 and 2 bed homes to provide an additional bedroom.

However, building a habitable room into the loft space would provide a cost effective solution and be a better use of space if a family wishes to upsize.

RECOMMENDATION: That the revised Design Standards include a design element for loft space to incorporate a habitable bedroom; and that this should only apply to house types with 3 + bedrooms and would therefore vary scheme to scheme.

RECOMMENDATION: Building into the roof to create a habitable bedroom should be considered per scheme as a cost effective solution for creating additional bedroom space in 1 and 2 bed homes without increasing the buildings footprint.

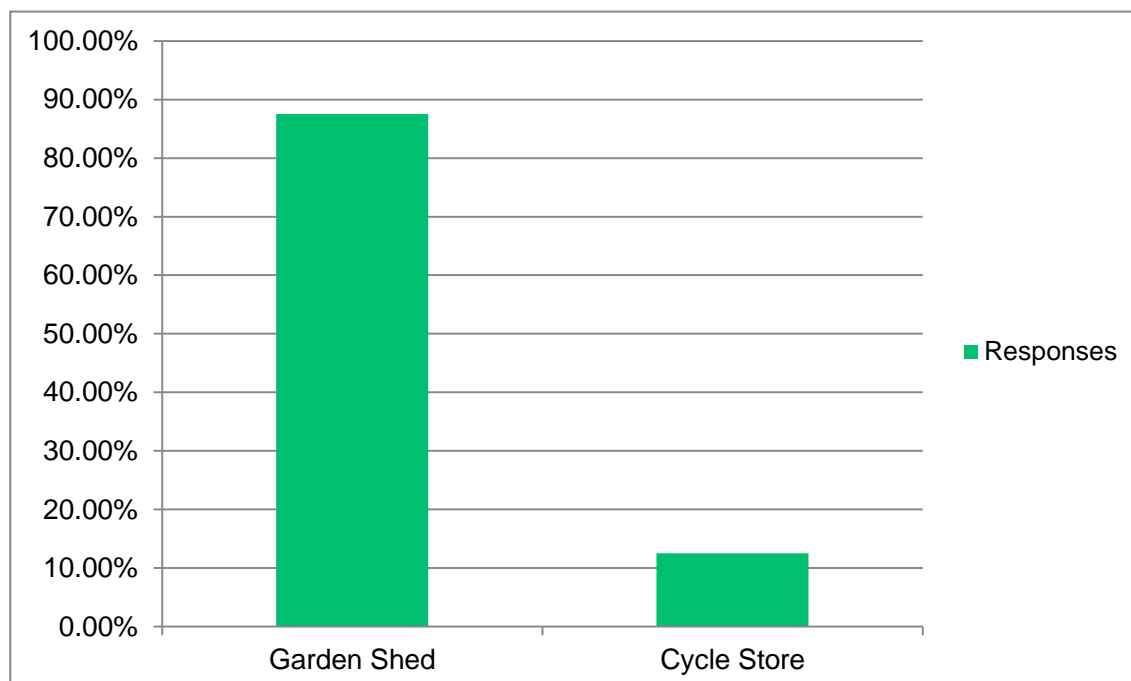
‘DO YOU LIKE WHERE YOU LIVE’ SURVEY RESULTS

4.77 Members issued a survey¹⁹ to tenants who reside in Waverley’s new homes. The Group was keen to understand tenant’s opinion about the design of their home and what could be improved in the future.

4.78 The survey was sent to 28 tenants. 10 people (36%) answered the survey. Out of the 10 total responses, 8 completed the survey and 2 partially completed the survey. Common themes were made by observing the survey data trends. While these themes were common among the responses, it is not possible to make inferences due to the small sample size. Tenants generally commented that there was a lack of space in the property, as well as a lack of space in the kitchen and lounge; criticism to the open plan design; and the property not being suitable for families with children in pushchairs, which has led to issues with accessibility. However, tenants did praise the availability of car parking onsite; improved health; lower energy bills; lower rent costs; improved environment for children (e.g. garden, own bedroom); general design of the home and good natural lighting.

4.79 Below is a snapshot analysis of the questions that received the most vocal and informative feedback.

Question 5: If cycle storage was selected, do you store your cycle in the designated space within the garden shed or cycle store?



¹⁹ The full results of the survey are available from officers on request.

Answer Choices	Responses	
Garden Shed	87.50%	7
Cycle Store	12.50%	1
Other (please specify)		1
	Answered	8
	Skipped	2

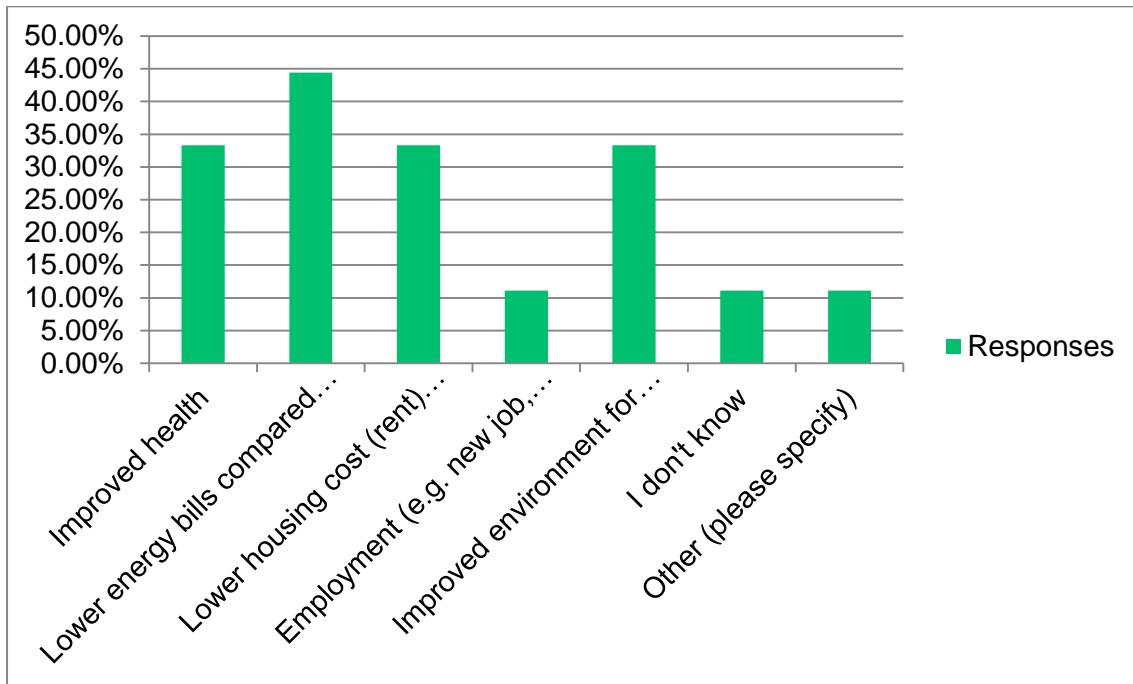
Question 9: Looking specifically at your home, is there anything you particularly like about it?

Responses
<p>How much storage space there is.</p> <p>I like the garden and that there is parking. My house is cosy and I like that it is energy efficient.</p> <p>The look of the house as it's a new build.</p> <p>Apartment design, location, accessibility.</p> <p>Am happy.</p> <p>Lots of light into the house and space to park car.</p> <p>The bedrooms are both a good size. I like having an energy efficient home with solar panels etc. I like having private parking at the back.</p> <p>I have a lot of windows that allows a lot of natural light.</p>

Question 10: Is there anything you particularly dislike about your home?

Responses
<p>Mould on walls, doors and windows keep dropping and people prams etc. out by my door not giving me enough room to get my own pram out.</p> <p>Layout/design is bad and no built in storage. Rooms are small and the house always looks cluttered.</p> <p>Our front driveway.</p> <p>It's become too small for my family, I am also on the second floor without a lift and have two toddlers and a baby. It's a struggle getting in and out and I have also broken two pushchairs trying to get it up the stairs. Also the rent is ridiculous and it's putting quite a big financial strain on me. I can't stand it here.</p> <p>The kitchen is so small it is very hard to fit a dining table. The lounge is also too small. We were told it would fit if we didn't have a dryer. Without a dryer I would never be able to dry all their clothes quickly enough. I have had to take off two internal doors downstairs to create space. The car park could have been designed more sensibly there are two areas that are meant to be planted, one got shrubs but the other has just been left to overgrow with weeds.</p> <p>Yes would like balcony bigger. Do not think there should be very light cream carpets through out as all of my block have children don't like open plan kitchen/lounge I think we should be allowed to have pets in our properties Walls are so thick we can all hear each other. We need a pram storage cupboard on ground floor as our prams keep braking.</p>

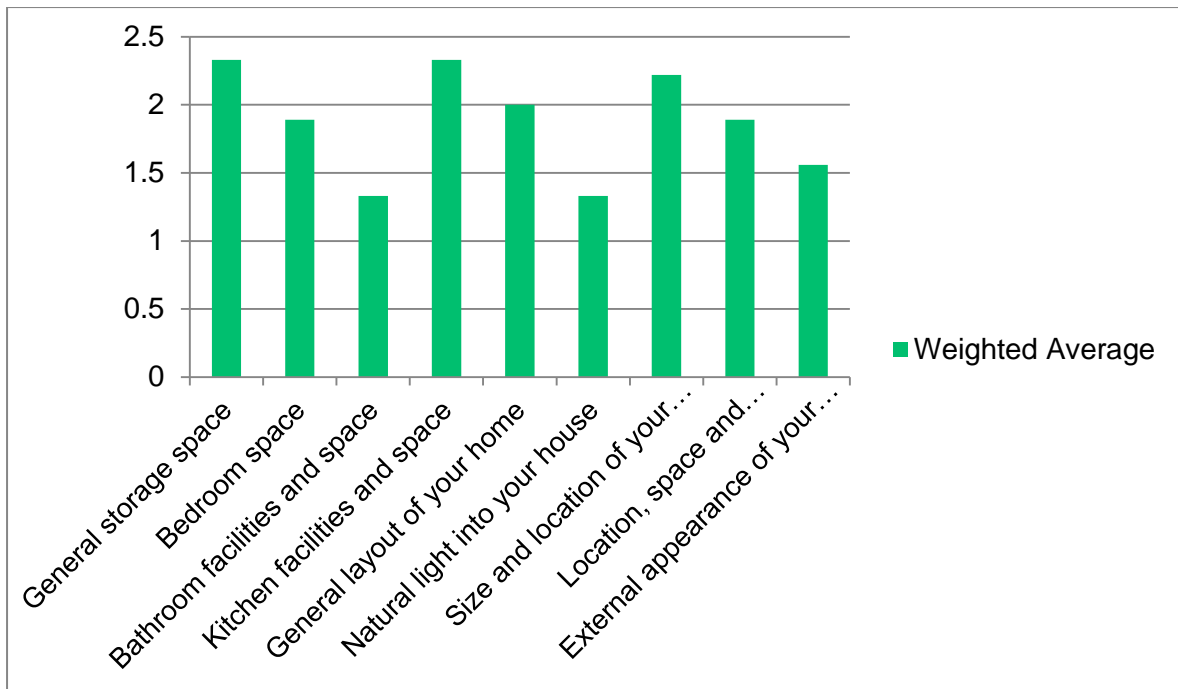
Question 12: Has moving to your new home had any of the following benefits for you or members of your family?



Answer Choices	Responses	
Improved health	33.33%	3
Lower energy bills compared with previous home	44.44%	4
Lower housing cost (rent) compared with previous home	33.33%	3
Employment (e.g. new job, closer to work, increased chance of finding work)	11.11%	1
Improved environment for children (e.g. garden, own bedroom)	33.33%	3
I don't know	11.11%	1
Other (please specify)	11.11%	1
	Answered	9
	Skipped	1

Question 13: More specifically, how satisfied / dissatisfied are you with the following:

	Very Satisfied	Satisfied	Neither	Dissatisfied	Very Dissatisfied
General storage space	33.33% 3	33.33% 3	11.11% 1	11.11% 1	11.11% 1
Bedroom space	33.33% 3	44.44% 4	22.22% 2	0.00% 0	0.00% 0
Bathroom facilities and space	66.67% 6	33.33% 3	0.00% 0	0.00% 0	0.00% 0
Kitchen facilities and space	33.33% 3	33.33% 3	0.00% 0	33.33% 3	0.00% 0
General layout of your home	44.44% 4	22.22% 2	22.22% 2	11.11% 1	0.00% 0
Natural light into your house	66.67% 6	33.33% 3	0.00% 0	0.00% 0	0.00% 0
Size and location of your private outdoor space	44.44% 4	22.22% 2	11.11% 1	11.11% 1	11.11% 1
Location, space and convenience for refuse and recycling containers	55.56% 5	22.22% 2	11.11% 1	0.00% 0	11.11% 1
External appearance of your house	55.56% 5	33.33% 3	11.11% 1	0.00% 0	0.00% 0

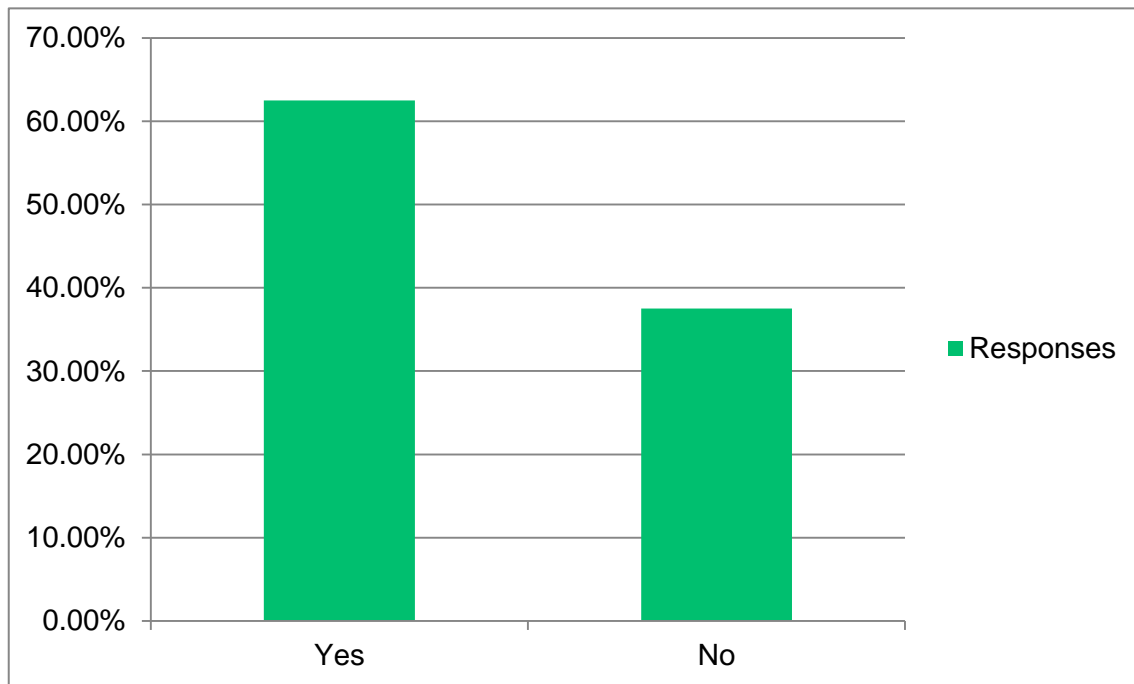


Question 14: If you are particularly dissatisfied with any of the above points, please provide additional information:

Responses

As stated previously the rooms have not been designed well, they lack space and the house generally looks cluttered. No built in storage. Downstairs toilet is huge and could have easily made it much smaller which would have allowed room for a cupboard behind. There is nowhere for the bins. I have put them in the carpark. Disappointed in kitchen there's no space for a tumble dryer or a dishwasher it's also open plan that is awful makes my lounge furniture smell of cooking

Question 19: When you have visitors, can they easily find somewhere to park?

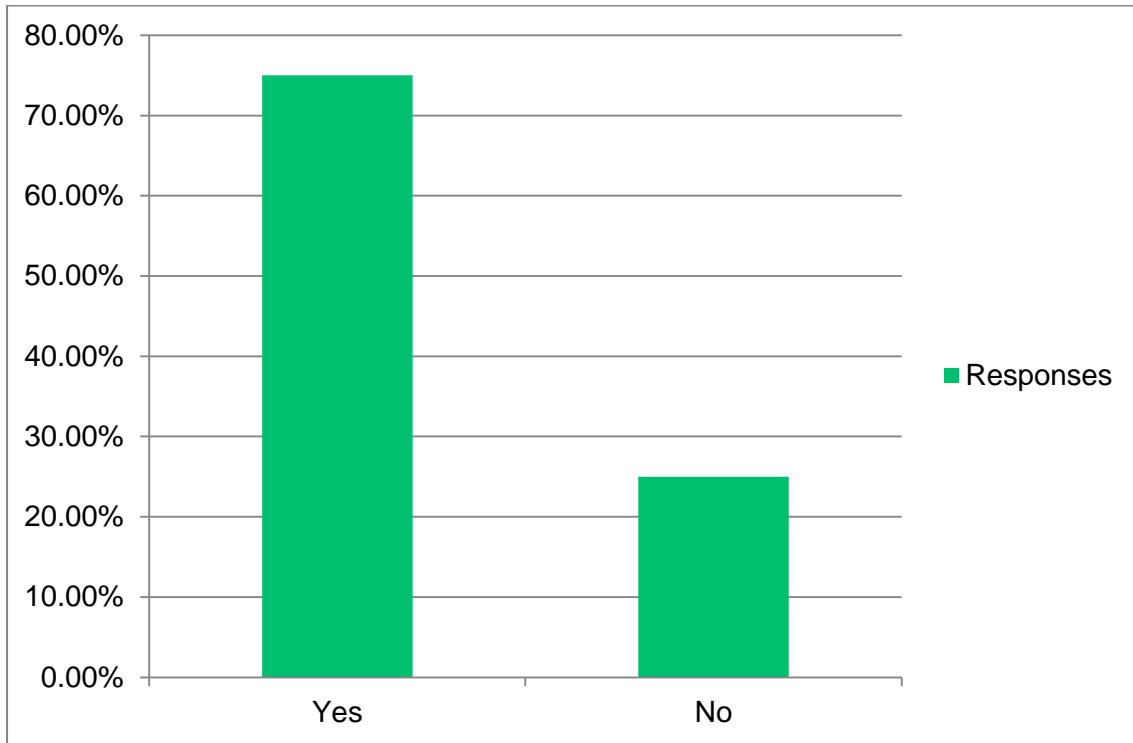


Answer Choices	Responses	
Yes	62.50%	5
No	37.50%	3

Question 20: Please state any additional comments you may have in relation to car parking

Responses
<p>Some times can't get in my space when people want to come round</p> <p>Car park is a great help. A big plus for moving here</p> <p>I have my own allocated parking space but don't have car, everyone seems to park in space. No one has any consideration, when family visits my space has usually been taken by someone else do the struggle to park here</p>

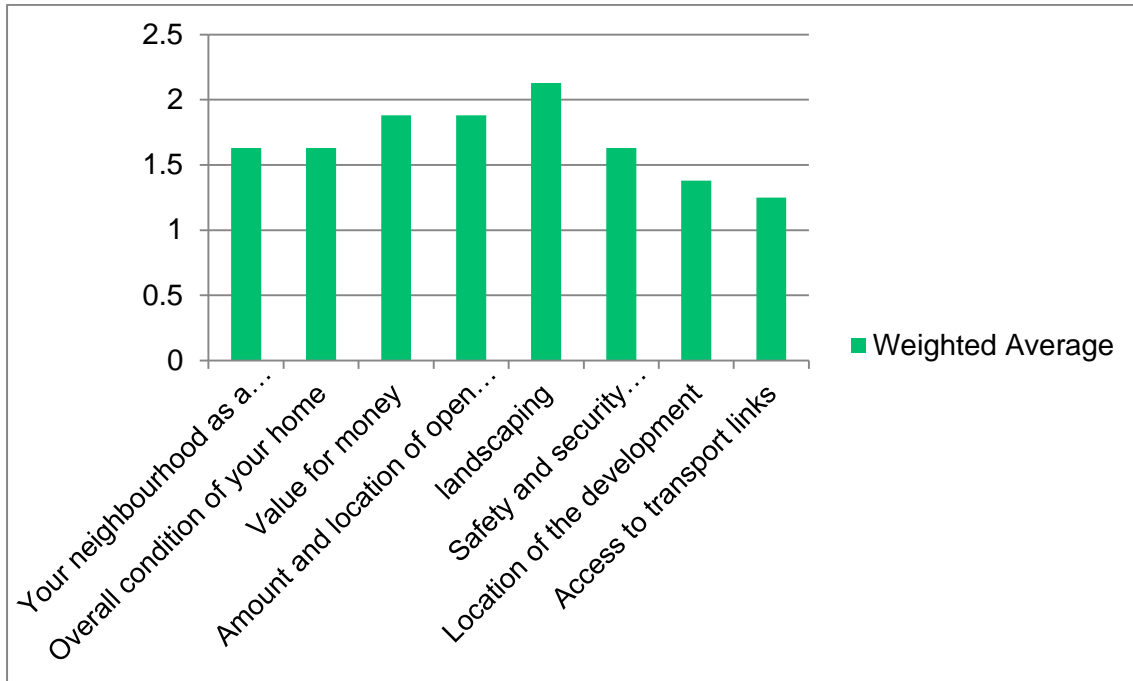
Question 23: Do you think your home is well designed and looks good?



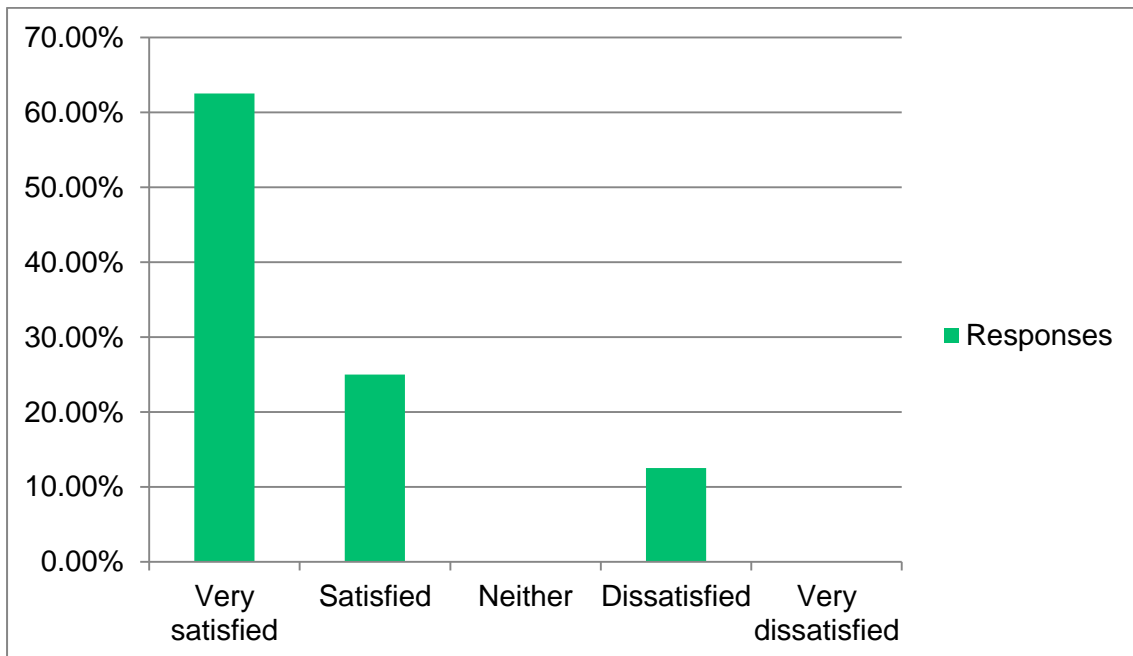
What are the reasons for your answer?
More space.
I think it looks nice but that's design isn't great, like one tiny window at the front and a larger one. Very difficult to find curtains/blinds.
Modern and spacious layout.
It's not right to raise children with no table to sit at for meals. The kitchen is too small for a table, likewise the lounge.

Question 27: How satisfied / dissatisfied are you with the following?

	Very Satisfied	Satisfied	Neither	Dissatisfied	Very Dissatisfied
Your neighbourhood as a place to live	62.50% 5	25.00% 2	0.00% 0	12.50% 1	0.00% 0
Overall condition of your home	37.50% 3	62.50% 5	0.00% 0	0.00% 0	0.00% 0
Value for money	50.00% 4	37.50% 3	0.00% 0	0.00% 0	12.50% 1
Amount and location of open space	50.00% 4	25.00% 2	12.50% 1	12.50% 1	0.00% 0
landscaping	50.00% 4	12.50% 1	12.50% 1	25.00% 2	0.00% 0
Safety and security throughout the development	37.50% 3	62.50% 5	0.00% 0	0.00% 0	0.00% 0
Location of the development	62.50% 5	37.50% 3	0.00% 0	0.00% 0	0.00% 0
Access to transport links	75.00% 6	25.00% 2	0.00% 0	0.00% 0	0.00% 0



Question 29: Overall, how satisfied are you with your home and development as a whole?



Answer Choices	Responses	
Very satisfied	62.50%	5
Satisfied	25.00%	2
Neither	0.00%	0
Dissatisfied	12.50%	1
Very dissatisfied	0.00%	0

5. Financial, Legal and Other Implications

5.1 Financial Implications

Changes in design standards might have financial and viability implications on any future development schemes. If standards are increased they may increase development costs. Financial appraisals are completed for each new scheme as part of the budget approval process. This will include Site C Ockford Ridge when the scheme has been developed and the impact of changes can be measured in the first instance on this scheme.

5.2 Legal Implications

In March 2015, the government published the “Technical Housing Standards – Nationally Described Space Standard” (amended in 2016). These standards replaced the different space standards previously used by local authorities. The technical standards remain within the planning system as a form of technical planning standard.

The standard was one of a wider housing standards review package. There are also optional building regulations requirements for access and water efficiency. Powers to introduce these optional requirements are included in the Building Act 1984 (as amended). The optional regulations and space standard can only be applied where there is a local plan policy based on evidenced local need and where the viability of development is not compromised. The review also clarified statutory building regulation guidance on waste storage to ensure it is properly considered in new housing development.

5.3 Equality Implications

Recommendations that reflect the Working Group’s consideration of accessibility and adaptability standards have been made within the report.

6. Summary of Appendices

Appendix A – Executive Response to Scrutiny

Appendix B – Scoping report

7. Officers to Contact

Yasmine Makin
Policy Officer – Scrutiny
Tel: 01483 523078

Louisa Blundell
Housing Development Manager
Tel: 01483 523205

Appendix A: Executive Response to Scrutiny

The following table sets out the Executive's response to the Overview and Scrutiny report

Introduction

Scrutiny Recommendation	Executive Decision	Progress/Action	Timescales

Waverley Borough Council

Scrutiny Review

Review of Housing Design Standards and
Specifications

November 2017

SCOPING A SCRUTINY REVIEW

Background

Overview and Scrutiny by definition of the Local Government Act 2000 has the power to investigate and review an issue or concern by conducting an in-depth scrutiny review. Choosing the right topic for an in-depth scrutiny review is the first step in guaranteeing that the work of scrutiny adds value to the corporate priorities and benefits the Borough's residents. The Overview and Scrutiny Committee may wish to appoint a members task and finish group to undertake a majority of the research and to evaluate the evidence.

What makes an effective scrutiny review?

An effective scrutiny review must be properly project managed. The review must clearly state the aims & objectives, rationale and how the review will contribute to policy development / improve service delivery. To ensure the review goes well it is vital that the scope is robust and thorough and is treated as a project plan. The review should be SMART (Specific, Measurable, Achievable, Realistic & Time-bound) in its scope in order to have the most impact. The scoping template is designed to ensure that the review from the outset is focused exactly on what the members hope to achieve.

The scoping document should be treated as the primary source of information that helps others understand what the review inquiry is about, who is involved and how it will be undertaken. Once the scoping document is complete it should be circulated to relevant officers and key members of the Executive for comment before being agreed by the relevant Overview & Scrutiny Committee. The scrutiny review will be supported by the Scrutiny Policy Officer.

What happens after the review is complete?

It is important that the relevant Overview & Scrutiny committee considers whether an on-going monitoring role is appropriate in relation to the review topic and how frequent progress is reported back to the Overview & Scrutiny committee after completion. Overview & Scrutiny should be monitoring the progress and reviewing the changes that have been made as a result of a scrutiny review to ensure the work undertaken has been effective in achieving its objectives.

FOR COMPLETION BY MEMBERS PROPOSING THE REVIEW

Topic		
1.	Title of proposed review:	Housing Design Standards and Specifications
2.	Proposed by:	Cllr John Ward

Who is involved?		
3.	Chair of the task and finish group:	
4.	Members on the task group:	Cllr John Ward Cllr Richard Seaborne Cllr Liz Townsend Cllr Gordon-Smith Cllr Patricia Ellis Adrian Waller – Waverley Tenants Panel
5.	Scrutiny Policy Officer:	Alex Sargeson

Research programme	
6.	<p>Rationale / background to the review: Why do you want to undertake this review? What has prompted the review? E.g. legislation, public interest, local issue, performance information etc</p> <p>The Council adopted the current housing standards and specifications in April 2014 at full Council and as part of the guidance notes it was recommended that these standards should be reviewed two years time after adoption. In the meantime, in March 2015, the Government reviewed the national space standards and has removed the code for sustainable homes in a move to embed energy targets within building regulations as part of the Deregulation Bill within the new standards.²⁰ Therefore these two circumstances provide a timely opportunity to review the design standards and specifications for social housing provided by Waverley. It is intended that the outcome of this review will inform proposals for Site C at Ockford Ridge and other Waverley Borough Council housing development schemes.</p>
7.	<p>Terms of reference: What are your desired outcomes? What are the objectives for this review? (Linked to the research questions but are used to describe the general aims and outcomes of the review). Which research questions do you want to answer? (Questions upon which the review will be focused and for which timely and informed answers can be developed in accordance to the evidence collected)</p>

²⁰ <https://www.gov.uk/government/publications/technical-housing-standards-nationally-described-space-standard>

Terms of reference

Desired outcomes

To make recommendations for the practical and effective use of social housing internal design standards and specifications. Other desired outcomes are for the findings of this review to inform current and future housing developments, e.g. site C in the Ockford Ridge development programme. Furthermore members wish to gain reassurance of the health and safety of structures following the Grenfell disaster.

Objectives for the review

To review the housing designs standards and specifications adopted in April 2014 and carry out scrutiny in relation to the development of the Waverley Housing Standard to take into account the following:

The removal of the Code for Sustainable Homes by the Government.

Previous commitment to reviewing the standards and specification in two years²¹

To review the space guidelines with particular attention to internal layout, storage space and room layout.

To understand the difference between what are the nationally described standards including:

What is and isn't legally binding

What are optional requirements / recommendations for Local Housing Authorities (building regulations), which only apply 'where it is right to do so'.²²

To consider through building regulations how future developments can become more sustainable for energy (low carbon energy efficient homes) and waste disposal.²³

To what extent do we want to implement any of the optional requirements against meeting our housing objectives?

To understand if the current internal design standards and specifications are meeting local needs and if not to identify which aspects can be improved.

To learn through examples from other Local Authorities what best in class affordable housing looks like in terms of design standards.

To learn from the experiences of tenants about potential areas for improvement in standards and space specifications.

To review housing health and safety aspects, including the health and safety risk register in light of the Grenfell disaster.

To address the shortfalls in the Governments 2015 Housing Standards review (partly addressed in section 8).

Research questions

Are the overarching principles in the Design Standards and Specifications for New Council Homes (Waverley Borough Council, December 2013) acceptable?

What design standard guidance do members want to review?

What is the current legislation on building regulations?²⁴

What are the Government's new Housing Standards (2015) and to what extent has Waverley Borough

²¹ The Government is reviewing building regulations as a result of the Grenfell disaster – results due in spring 2018

²² NB: the optional requirements / regulations on access and water efficiency and the nationally described space standard can only be applied where there is a local plan policy in place based on evidenced local need.

²³ Optional requirements introduced in building regulations also include accessibility and water efficiency.

²⁴ The Government are currently reviewing building regulations as a result of the Grenfell disaster with results due in Spring 2018.

	<p>Council adopted any of the optional requirements? (If none, which (if any) of the optional requirements should the Council adopt?</p> <p>As housing designs are assessed on a site-by-site basis, in the circumstance of conflicting priorities between housing size and number of houses per site, what should be the top priorities in order to maximise local need?</p> <p>What scope is there for loft space to be used as either additional storage space or a bedroom?²⁵ And what are the implications of this move, e.g. on internal space standards, bed room size, and required living space designs?</p> <p>How will a change to the space standard impact on the risk to health and safety and on energy conservation targets in building regulations?</p> <p>What are the implications of changes to either principles or guidance on the new tenancy agreement? E.g. in the event of changes to the provision for loft storage space.</p> <p>Given the growing number of residents over 65 and 85 years of age in Waverley (highest in Surrey and this number is predicted to increase by approximately 30% over the next 5 years), what are good examples of accessible bungalow designs and ground floor flats?</p>
8.	<p>Policy Development and Service Improvement</p> <p>How will this review add value to policy development and/or service improvement?</p> <p><u>Policy Development</u></p> <p>It is expected that the conclusions and recommendations of this review will go on to inform the design proposals for Site C at Ockford Ridge and future housing development schemes.</p> <p><u>Issues in the current Government Housing Standards (March 2015):</u></p> <p>As part of the Government’s changes to the Housing Standards in 2015 sustainability performance is assessed on a site wide basis and is considered as a planning policy matter.</p> <p>There is no compulsion for ‘walk around’ space if minimum standards are met as furnished layouts are not required to demonstrate compliance. Plus there is no national guidance for those wanting to go further than the baseline minimum.</p> <p>There are no housing quality indicators outside of London.²⁶</p> <p>What are the implications of the national described space standard on local neighbourhood plans.</p> <p>The national described space standard and the optional regulations can only be applied where there is a local plan policy based on evidenced local need and where the viability of development is not compromised.</p> <p>The Housing Standards 2015 do not include guidance on internal daylight, indoor air quality and guidance and evidence of materials for sustainable practice.</p> <p><u>Service Improvement</u></p> <p>This review will be inviting evidence from the Waverley Tenants Panel on the first homes delivered to the current standard (Cedar Close, Farnham., Show Homes, Ockford Ridge, Godalming and Bridge Road, Haslemere, Badgers Close, Farncombe, Wey Court, Godalming and Nursery Hill, Shamley Green) in order</p>

²⁵ The current Design Standards and Specifications (Dec 13’) state that the Council supports the minimum storage standards and that storage should be provided through dedicated, built-in storage cupboards such as airing, utility and cloak cupboards, cupboards under the stairs or built-in wardrobes. Again, it raises the question over what are the optional requirements / recommendations and what is standard design guidance from Government.

²⁶ As there are no housing quality indicators outside of London the group should consider developing a set of indicators for Waverley.

	to incorporate their comments and suggestions to continuously improve the quality and design structure of new Council homes.
9.	<p>Corporate priorities: How does the review link with the corporate priorities? http://www.waverley.gov.uk/info/200009/council_performance/524/waverley_corporate_plan_2016 - 2019#</p> <p>Community Wellbeing (Housing) Environment (The Built Environment)</p>
10.	<p>Scope: What is and what isn't included in the scope? E.g. which services does the scope cover?</p> <p>What is within the scope:</p> <p>New homes developed and funded by Waverley Borough Council including; A focus on the internal design (space) standards General needs affording housing for rent Flats Standards for residential development (internal and external space standards) External space standards / gardens / amenity space Parking provision</p> <p>What isn't within the scope:</p> <p>Privately developed accommodation Void homes Standards for refurbished properties (private and social) Garages Physical external materials Design standards for Disabled Adaptations Supported Living Accommodation Connectivity and Surroundings – (planning)</p> <p>Services included:</p> <p>Housing Development Housing Operations Planning Services (Local plan and Site C, Ockford Ridge).</p> <p>There are also implications for the Tenancy and Estates team as well as the Legal team in relation to health and safety aspects (fire safety).</p>
11.	<p>Methodology and methods: Your methodology underpins how you will undertake the review. For example what evidence will need to be gathered in-house and from external stakeholders / partners? Your research methods are the techniques used to gather knowledge and information. These include but are not limited to desk based research, interviews, site visits, engagement exercises, surveys, focus groups etc. How do these methods help you to answer your research questions in section 7?</p>

	<p>Methodology:</p> <p>Preliminary / core evidence that will need to be collected to inform this review is as follows:</p> <p>The Design and Specifications for new Council Homes, Waverley Borough Council, December 2013 Technical housing standards – nationally described space standard, Department for Communities and Local Government, March 2015. Summary of energy requirements</p> <p>Methods:</p> <p>A series of Member task group meetings will be held to hear evidence from both internal and external guests. Members will hear information and statements from witnesses and then provide questions to probe additional information to answer the key research questions as set out in this scope.</p>
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Council services expected to contribute	
Council Service	Reason / Intention for evidence
12 .	Housing Development
13 .	Housing Operations
14 .	Planning Services
	Local plan & Site C at Ockford Ridge

External Witnesses to be invited / submit evidence	
Organisation	Reason / Intention for evidence
15.	Waverley Tenants Panel
16.	
17.	
19.	

20.	<p>Project plan:</p> <p>What is the proposed start and finish date? How many task and finish group meetings are there likely to be? Are the task and finish group meetings going to be thematic in approach? If so, what themes / policy issues will the task group consider in each respective task and finish group?</p>						
	<table border="1" style="width: 100%;"> <thead> <tr> <th colspan="2">Timescale</th> </tr> </thead> <tbody> <tr> <td style="width: 30%;">Proposed start date:</td> <td>November 2017</td> </tr> <tr> <td>Proposed finish date:</td> <td>March 2018</td> </tr> </tbody> </table>	Timescale		Proposed start date:	November 2017	Proposed finish date:	March 2018
Timescale							
Proposed start date:	November 2017						
Proposed finish date:	March 2018						

Task and finish group plan	
<p>How many task and finish group meetings are anticipated to support this review? Fill in and strike through as appropriate.</p>	4
<p>Task group theme (1): Context and Introduction: Overarching principle guidelines</p> <p>Aim: To receive and understand the context for this scrutiny review and to examine the overarching principles in the design standards and specifications for new council homes to assess if the standards are up to date in light of the changes in legislation to housing design standards from the Government. Members will also be reviewing external appearances (including health and safety aspects), town and village designs as well as considering the implications on the Local Plan. In addition members will decide which design standards they would like to review in more detail for future task group meetings.</p> <p>Witnesses:</p>	
<p>Task group theme (2): Design standards (x 2)</p> <p>Aim: To review a selection of internal design standards with the aim to make a judgement as to whether the current internal space standards selected for review are meeting current and future tenants needs, for example loft space. Members will hear experiences from existing tenants about potential areas for improvement; in addition to evidence provided from other Local Housing Authorities on best practice. Members should also decide if they wish to develop a 'Waverley Standard' and therefore consider if any extensions to the nationally described space should be sought in relation to internal space design.</p> <p>Members should also bear in mind what (if any) optional requirements they would like to explore in relation to building regulations (energy and sustainability) in preparation for the next session.</p> <p>Part 1, Design Standards. Areas covered:</p> <p>Internal Space Standards Bedroom size Living spaces and design layouts Internal storage</p> <p>Part 2, External appearance and design. Areas covered:</p> <p>External appearance Accessibility standard</p>	

	<p>Residential development standards</p> <hr/> <p>Task group theme (3): Building regulations and sustainability²⁷</p> <p>Aim: In this session members will be looking at building regulations and sustainability in relation to the removal of the Code for Sustainable Homes, which was replaced by new optional technical national standards, which include optional building regulations (water and access). Members should consider whether first and foremost if Waverley has added any optional requirements and if so what these are, but if not, if any optional requirements should be added. Members should also consider what challenge this may present to planning (these additional options can be required by a planning permission).</p> <p>Areas covered:</p> <p>Sound insulation Post Code for Sustainable Homes</p> <hr/> <p>Task group theme (4): Conclusions and recommendations</p> <p>Aim: To reflect on the previous sessions and conclude and make recommendations.</p>
21.	<p>Scrutiny resources: In-depth scrutiny reviews are facilitated and supported by the Scrutiny Policy Officer.</p> <p>Alex Sargeson, Scrutiny Policy Officer (research and policy support to task group with the responsibility to compile information and write the final report).</p> <p>Yasmine Makin, Graduate Management Trainee (research and policy support to the task group).</p> <p>Fiona Cameron, Democratic Services Officer (organisation of task group meetings and recording key points and actions in task groups).</p>

For completion by Corporate Policy Manager	
22.	<p>Corporate Policy Manager comments: Will the proposed scrutiny timescale impact negatively on the scrutiny policy officer's time? Or conflict with other work commitments?</p> <p>The proposed timescale is manageable in relation to other demands on the Scrutiny Officer's time as we have the additional support of the Graduate Management Trainee.</p>

²⁷ Ahead of this session members should bare in mind that the Government are currently reviewing building regulations and are due to publish a revised version in Spring 2018.

	Name:	Louise Norie, Corporate Policy Manager
	Date:	23/11/2017

For completion by Lead Director

23.	<p>Lead Director comments:</p> <p>Scrutiny's role is to influence others to take action and it is important for the task and finish group to seek and understand the views of the Lead Director.</p> <p>Are there any potential risks involved that may limit or cause barriers that scrutiny needs to be made aware of?</p> <p>None.</p> <p>I would encourage the scrutiny review group to link Housing design with the promotion of wellbeing to ensure homes are compatible with modern and family lifestyles, e.g. by exploring the benefits of kitchen diners, lots of power sockets, broadband, wet rooms, smaller gardens and adequate parking provision. It is also important that accommodation is cost effective and easy to heat, maintain and keep clean. I would also encourage the scrutiny review group to consider how we can minimise the risk of mould and damp given the risks to health and how the accommodation facilitates personal independence, particular as tenants become older.</p>	
	<p>Are you able to assist with the proposed review? If not please explain why? (Are you or Senior Officers able to provide supporting documentation to this task group via the coordination of the Scrutiny Policy Officer?)</p> <p>Yes – the Head of Strategic Housing and Delivery and the Housing Development Manager will be able to support the Scrutiny Policy Officer in this review.</p>	
	Name and position:	Damian Roberts, Strategic Director – Frontline Services
	Date:	23 rd November 2017

For completion by Executive Portfolio Holder

24.	<p>Executive Portfolio Holder comments</p> <p>As the executive lead for this portfolio area it is important for the task group to seek and understand your views so that recommendations can be taken on board where appropriate.</p> <p>The nationally described space figures provide a starting point when determining room sizes but it has been widely accepted that this is a minimum standard and that the more space provided the healthier the home. Overcrowding and lack of built in storage leads to an increase in the risk of condensation and damp creating an unhealthy atmosphere and potential damage to the fabric of the property.</p>	
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Consultation with tenants when refurbishing the sheltered housing units at Rolston House revealed that built-in storage was the key to living in a smaller property, thus avoiding clutter and the subsequent reduction in circulation space. All units were provided with built-in wardrobes and additional storage cupboards, a move which has been very well received by the residents.

Storage is a key issue but access to loft space should be denied as it presents an opportunity for hoarding and creates serious issues for maintenance staff when carrying out basic maintenance to loft-based utilities. However, consideration should be given to building out into the roof space in larger properties. This will be informed by housing need and the constraints of individual sites. In any case, properties should be designed with sufficient roof space to allow an extension into the roof should the need arise.

Good thermal insulation and energy efficient heating is provided in all Waverley's new builds. It should be ascertained whether modern, high-tech control of heating systems has produced added value where it has been installed in other social housing developments. Hastoe Housing Association introduced Passivhaus mechanical ventilation and heat recovery systems, and higher levels of the Code for Sustainable Homes. It would be useful to explore whether this has been of benefit to the tenant in terms of living environment and energy cost, and to the landlord's installation and maintenance costs.

Waverley's ambition is to continue building high quality, well designed, healthy homes to meet the needs of our tenants now and into the future.

Name and position:

Cllr Carole King, Portfolio Holder for Housing.

Date:

13 November 2017