

# Development Policy



## Document Control

Responsible Postholder	Operations Director			
Review Frequency	5 Yearly			
Reviewed by	Board			
Date Approved	September 2020			
Next Review Due	September 2024 (in line with Property Services Handbook)			
Consultation Required	Yes	✓	No	
Equalities Impact Assessment	Yes	✓	No	
Added to Company Website	Yes	✓	No	
Associated Documents Considered	Yes	✓	No	

## **1. Scope of the Policy**

- 1.1. Waverley Housing has a Development Policy to provide guidance on how any new housing or regeneration projects will be evaluated and managed ensuring compatibility with other key areas of the Company business.
- 1.2. It is recognised that historically the Company has not been active in developing new housing and this has been reflected over the years in the aims and objectives set by the Company. However, with the estate regeneration plans for Upper Langlee, Galashiels including a significant element of new build properties it is necessary for the Company to adopt its first Development Policy.
- 1.3. It is recognised that the Company has limited capacity to undertake significant new developments. Where new development or regeneration opportunities arise the preference will be to provide housing for social rent although the options to provide other types of housing e.g. mid-market rental properties would be evaluated on a case by case basis.
- 1.4. The Company will only consider new development or regeneration projects within the Scottish Borders Council area. Opportunities for joint working with other organisations on new development or regeneration projects will be evaluated on a case by case basis.

## **2. Aims and Objectives of the Policy**

### **2.1. Aims**

The aims of the Development Policy are to deliver the following Strategic Objectives of the Company

- a) To deliver quality homes
- b) To create great places to live

In order to achieve these aims the Company will seek:

- a) To provide a high quality, efficient, cost effective and professional development function.
- b) To provide high quality, energy efficient, flexible, attractive and affordable housing solutions for general needs and specific identified housing needs in the communities the Company serves.
- c) To provide the right number, type, size and tenure of housing in the right place.

### **2.2. Objectives**

The objectives of the Development Policy are:

#### **2.2.1. Strategic**

- a) To ensure compliance with the overall aims and objectives of the Company.

- b) To ensure compliance with Legal and Statutory requirements and applicable Codes of Good Practice.
- c) To ensure compliance with the requirements of relevant Scottish Government Guidance Notes.
- d) To ensure the Company works closely with Scottish Borders Council and contributes to the production of the Strategic Housing Investment Plan.
- e) To ensure that any new development or regeneration works undertaken by the Company is agreed with Scottish Borders Council, Scottish Government and other relevant stakeholders.
- f) To ensure the Company utilises data sources such as Housing Needs and Demand Assessments and the Local Housing Strategy to ensure that the right type and size of houses are built in the right areas.

#### 2.2.2. Financial

- a) To ensure new development and regeneration proposals are feasible and financially viable both in the short and long term and that they represent value for money.
- b) To carry out Financial Appraisals on all projects to ascertain project viability.
- c) In particular assessments of cashflow required for development/regeneration costs and future cashflows to meet all future financing costs will be carried out.
- d) Arrangements will be made to ensure suitable private funding is in place to cover the development/regeneration period and to cover the element of the project which is not grant funded.
- e) Rent levels for new development and regeneration projects will be set with reference to the SFHA Affordability Tool, comparable rents charged by other local RSL's and funding requirements for the project.

#### 2.2.3. Design

To ensure the designs, specifications and technical solutions provide good quality, economical, low maintenance housing as contained in the following:

- a) Housing for Varying Needs Part 1 and 2
- b) The Company's Design Guide
- c) Secured by Design
- d) Scottish Building Regulations -Silver Standard for Energy Efficiency

#### 2.2.4. Quality

- a) To ensure that systems and processes are in place to check that required quality is being achieved throughout the onsite phase.
- b) To ensure that the quality of the finished development is to the standards laid out in the Company's Design Guide.

- c) To ensure that the workmanship and materials in each development meet the requirements of the Building Contract.
- d) To recognise the aims of the Scottish Government to promote a low carbon society and reflect this in the specifications set for new developments or regeneration projects.

#### 2.2.5. Procurement

- a) To ensure compliance with the Company's Procurement Strategy which demonstrate probity, quality and value for money in obtaining, assessing and recording Tenders and entering into Contracts.
- b) To ensure accountability in procurement of land, buildings, consultant services and works.

#### 2.2.6. Risk Management

- a) To ensure compliance with the Company's Risk Management Policy by ensuring that any new developments or regeneration works are included on the Risk Register which is subject to monthly review.
- b) To develop procedures which support the implementation of the Development Policy e.g. handover of new properties to tenants.

### **3. Review Process**

- 3.1. This Policy should be reviewed in five years unless required earlier due to changes in relevant law, regulation, best practice or requirements of the Company.