

COMPLIANCE AUDIT REPORT

V 01 – November 2015

2015-16 AUDIT YEAR



**Homes &
Communities
Agency**

| | |
|---|--|
| Partnership name & HCA registration code | Dacorum Borough Council AHP 11956 |
| Lead Provider name & HCA registration code | 26UC Dacorum Borough Council |
| Date(s) of audit visit(s) | 20 th November 2015 |
| Date HCA report issued | 30/06/2016 |
| Independent auditor name | Mazars- Rob Hanley |
| HCA lead auditor name | Lesley Banfield Design Manager ESE |
| List of audited providers | List of provider audited schemes |
| See appendix | See appendix |

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REPORT OBJECTIVES AND PURPOSE

Compliance Audits check Provider compliance with the Homes and Communities Agency's policies, procedures and funding conditions. Standardised checks are made by Independent Auditors on an agreed sample of HCA schemes funded under affordable housing programmes.

Any findings, which may be a result of checks not being applicable to the scheme or an indication of procedural deficiency, are reported by the Independent Auditor to both the Provider and the HCA concurrently.

The HCA lead auditor reviews the findings and records those determined to be 'breaches' in this report. Breaches are used as the basis for recommendations and grades, at the level of Provider and Partnership, which are also reported here. Further information is available at <https://www.gov.uk/guidance/compliance-audit>

Where a scheme undergoes an HCA Quality Assessment visit, if additional procedural findings are identified that are subsequently determined to be breaches they will also be set out in this report. Further scheme quality assessment outcomes and recommendations are set out separately in a Quality assessment report as appropriate.

If you have queries regarding the detail of this audit, please contact the identified HCA lead auditor.

A

PARTNERSHIP COMPLIANCE AUDIT ASSESSMENT

A1) Partnership grade

Grade Green - Meets requirements

Within the Dacorum Borough Council AHP Partnership, number 11956, there was one developing Provider Dacorum Borough Council, number 26UC, which had no breaches identified in the audit.

A2) Developing Provider(s) individual assessment(s) and grade(s)

| Provider name | Provider HCA Code | HCA assessment and grade |
|-------------------------|-------------------|---|
| Dacorum Borough Council | 26UC | Grade Green - Meets requirements One scheme was audited and there were no breaches |

B

PROCEDURAL CHECKS SUMMARY

Number of schemes procedurally audited and number of breaches

One scheme has been audited, the independent auditor has identified no findings of procedural deficiency, and there are no recorded breaches.

Procedural recommendations

None.

C**HCA SIGNATURE**

This report is confidential between the Homes and Communities Agency and Providers within the Partnership Agreement.

The breaches identified in this report should be noted by the Provider(s). Remedial action must be taken in accordance with report recommendations to mitigate the potential for re-occurrence.

The information contained within this report has been compiled purely to assist the Homes and Communities Agency in its statutory duty relating to the payment of grant to Provider(s).

The Homes and Communities Agency accepts no liability whatsoever for the accuracy or completeness of any information contained within this report.

The assessment is confidential to the addressee and no third party can place any reliance upon it.

Name and position: Lesley Banfield Design Manager ESE



Signature and date:

30/06/2016

D**LEAD PROVIDER'S SIGNATURE**

The breaches identified in the report have been noted and accepted.

Remedial action will be taken in accordance with report recommendations to mitigate the potential for re-occurrence.

Name and position:

Signature and date:

[Click here to enter a date.](#)

APPENDIX 1**Scheme Sample Report**

for Partnership: Dacorum Borough Council AHP

Audit Year: 2015

11956

Region: East and South East

Organisation: 26UC Dacorum Borough Council

Scheme: 81-601716

The Elms Homeless Hostel, Redbourn Rd, Hemel Hempstead, HP2 7AZ

Exp Prog: ADP

Status

Final Grant Date: 26/3/2015

Scheme Class: RENT LA Code: 322 Dev Type: Not Specified MMC: ECO Homes:

Grant Amount: 841,500 Total Scheme Cost: 3,890,000 No of Units: 41

Audit Type Target Date

Lesley Banfield (ESE) **Overall Audit Status: Scheduled**

CSH Ind: Not meeting any

Procedural


Quality

SCHEME TOTALS FOR ORGANISATION: 26UC Dacorum Borough Council

Total Scheme Cost: 3,890,000 Total Grant Value: 841,500 Total No Of Units: 41

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| APPENDIX 2 | COMPLIANCE GRADE DEFINITIONS |
|--|------------------------------|
| <p>Grade Green – The Provider or Partnership meets requirements</p> <ul style="list-style-type: none"> Through identifying no high or medium breaches, the HCA Audit Report will show that the Provider has a satisfactory overall performance, but may identify areas where minor improvements are required. <p>Grade Amber – There is some failure of the Provider or Partnership to meet requirements</p> <ul style="list-style-type: none"> Through identifying one or more high or medium breaches, the HCA Audit Report will show that the Provider fails to meet some requirements, but has not misapplied public money. The Provider will be expected to correct identified problem(s) in future schemes and current developments. <p>Grade Red – There is serious failure of the Provider or Partnership to meet requirements.</p> <ul style="list-style-type: none"> Through identifying one or more high level breaches, the HCA Audit Report will show that the Provider fails to meet some requirements and there is a risk of misuse of public funds. <p>This HCA Audit Report will set out any areas of non-compliance and any remedial action required. It should be noted that HCA lead auditors have discretionary powers in respect of grading.</p> | |

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| <p>QUALITY ASSESSMENT REPORT</p> <p>V 01 – November 2015</p> |  Homes & Communities Agency |
| <p>2015-16 AUDIT YEAR</p> | |

| | |
|---|--|
| Partnership name & HCA registration code | Dacorum Borough Council AHP 11956 |
| Lead Provider name & HCA registration code | 26UC Dacorum Borough Council |
| Date(s) of assessment visit(s) | 26 th January 2016 |
| Date HCA report issued | 30/06/2016 |
| HCA lead assessor name | Lesley Banfield Design Manager ESE |
| List of assessed schemes | Scheme: 81-601716 The Elms Homeless Hostel, Redbourn Rd, Hemel Hempstead, HP2 7AZ |

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| REPORT OBJECTIVES AND PURPOSE |
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| <p>In parallel with the annual Compliance Audit (CA) programme, HCA lead auditors (assessors) carry out Quality Assessment visits to an agreed sample of HCA funded schemes.</p> <p>If additional procedural findings are identified they will either be set out separately in the Compliance Audit Report (if the scheme forms part of the agreed annual audit programme), or the scheme may be recommended for procedural checks in a future CA programme.</p> <p>This report sets out further scheme quality assessment outcomes and recommendations for review and implementation, supporting the HCA’s statutory objective to “Contribute to the achievement of sustainable development and good design in England, with a view to meeting the needs of people living in England” as set out in the 2008 Housing and Regeneration Act.</p> <p><i>If you have queries regarding the detail of this assessment, please contact the identified HCA assessor.</i></p> |

| | |
|----------|---------------------------------------|
| A | PARTNERSHIP QUALITY ASSESSMENT |
|----------|---------------------------------------|


A1) Partnership assessment

| |
|---|
| Overall it is considered that the scheme(s) visited were judged to be acceptable quality. |
|---|

A2) Developing Provider(s) individual assessment

| Provider name | Provider HCA code | HCA assessment |
|-------------------------|-------------------|--------------------|
| Dacorum Borough Council | 26UC | Acceptable quality |

| B | QUALITY SUMMARY AND RECOMMENDATIONS |
|---|-------------------------------------|
| <p><u>Number of schemes quality audited and key findings</u></p> <p>One schemes has been quality audited, the key findings were;</p> <p>A modern distinctive looking development providing temporary accommodation in the form of flats, with ensuite bedrooms and shared kitchen dining rooms on upper floors, and communal space for a variety of uses on the ground floor. The scheme is highly valued by the residents that were met on the day of the visit, on their journey to more independent living. Social support from services provided by the centre as well as informal support from peers was reported to be key to the success of the scheme and the communal spaces that facilitate this.</p> <p>See Appendix 1 for full details of the quality audit findings.</p> <p><u>Quality recommendations</u></p> <p>None</p> <p><u>Summary assessment</u></p> <p>A well designed scheme providing temporary housing in Hemel Hempstead.</p> | |

| C | HCA SIGNATURE |
|---|---------------|
| <p>This report is confidential between the Homes and Communities Agency and Providers within the Partnership Agreement.</p> <p>The findings and recommendations identified in this report should be noted by the Provider(s). Remedial action should be taken to mitigate the potential for re-occurrence.</p> <p>The information contained within this report has been compiled purely to assist the Homes and Communities Agency in meeting its statutory objective to achieving good design and sustainable development as set out in the 2008 Housing and Regeneration Act.</p> <p>The Homes and Communities Agency accepts no liability whatsoever for the accuracy or completeness of any information contained within this report.</p> <p>The assessment is confidential to the addressee and no third party can place any reliance upon it.</p> <p>Name and position: Lesley Banfield Design Manager ESE</p> <p style="text-align: center;"></p> <p>Signature and date: 30/06/2016</p> | |

D**LEAD PROVIDER'S SIGNATURE**

The findings identified in the report have been noted and recommendations will be implemented.

Name and position:

Signature and date: [Click here to enter a date.](#)

APPENDIX 1**QUALITY AUDIT FINDINGS****APPENDIX 1****QUALITY AUDIT FINDINGS****Scheme 81-601716**

| | |
|---------------------------------|--|
| Developing Provider name | Dacorum Borough Council |
| HCA registration code | 26UC |
| Scheme IMS number | 81-601716 |
| Scheme IMS address | The Elms Homeless Hostel, Redbourn Rd, Hemel Hempstead, HP2 7AZ |
| Scheme type | Rent |

General scheme background

A scheme to provide temporary housing for 41 homeless people in shared flats with en-suite bedrooms. Separately on the ground floor there is provision of a large communal dining area

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with lunches served for all residents, along with a large sitting area. Ancillary accommodations of food and clothes store space is provided as well as various office space. The scheme is located in Hemel Hempstead, with access to a range of facilities

| HCA comments: | |
|---|--------------------|
| 1 Resident satisfaction | |
| Three of the residents were interviewed and all found the physical design of the development to be very good, they all were highly appreciative of the facility and having been given a place to live in this accommodation. The Scheme Manager also felt the building well met the needs of the client and staff. | |
| 2 Internal environment | |
| The residents private en-suite bedrooms provided suitable temporary accommodation in the flats with shared kitchen dining spaces. The communal accommodation, separate from the flats, appeared to be well laid out and functioned satisfactorily for its use. | |
| 3 External environment | |
| The scheme is located off one of the main roads in Hemel Hempstead with good access to the town, and a supermarket next door. A communal garden has been created by the residents and staff since the scheme has opened, providing creative and physical activities and skills development in gardening. The external appearance is modern and distinctive and creates a landmark feature to this part of the town. | |
| 4 Sustainability | |
| The scheme meeting the required standard for Building Regulations. | |
| HCA recommendations | |
| None | |
| HCA assessment: | Acceptable quality |

| APPENDIX 2 | QUALITY DEFINITIONS |
|--|----------------------------|
| <p>Quality is reported by reference to resident satisfaction and, where relevant, meeting appropriate performance standards for internal environment, external environment and sustainability.</p> <p>The Homes and Communities Agency has a statutory objective to “Contribute to the achievement of sustainable development and good design in England, with a view to meeting the needs of people living in England” as set out in the 2008 Housing and Regeneration Act.</p> | |

Resident Satisfaction: Outcomes of the resident interviews conducted as part of the Quality Assessment on-site visits.

Internal Environment: Internal environments should be comfortable, convenient, and capable of sensibly accommodating the necessary furniture and equipment associated with specific room activities and is suitable for the particular needs of intended user groups.

External Environment: The development of new homes should be undertaken in a manner which delivers great places to live, creates well-mixed and integrated communities and provides an appropriate balance between private and public open space.

Sustainability: New homes should be designed and constructed in a sustainable manner using products and processes that reduce environmental impact, better adapt to climate change, with lower running costs and incorporating features that enhance the health and well-being of constructors, occupiers and the wider community.

Using the standards set out above, schemes can be judged to meet one of the two outcomes set out below:

Acceptable quality

The HCA Report will normally express general satisfaction with a Provider's performance in respect of the quality of the scheme(s) assessed. It may also identify areas where minor improvements are required or make recommendations for future schemes.

Identified quality problems

This assessment is given where the Provider fails to meet identified requirements in scheme quality, measured against the criteria set out above. It is judged (and evidenced) that the quality of the scheme could have been better.

The Provider will be expected to correct identified problem(s) in future schemes and current developments where possible. This HCA assessment report will set out any areas recommended for improvement and any remedial action.