

# JHPDG

## Outcomes, Working Groups and Remit

### November 2018

*In response to requests from some members for a clearer statement of the objectives of the Joint Housing Policy and Delivery Group (JHPDG), this document brings together the current JHPDG remit, information on the evolution of the JHPDG Outcomes, and the JHPDG Working Groups and Outcomes Map together into one document.*

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## Evolution of the JHPDG Outcomes

During 2017-18, the JHPDG refreshed the 34 outcomes in the [Joint Housing Delivery Plan for Scotland](#) to take account of changes in the housing sector and the wider context over the three years since the Joint Delivery Plan was first produced. One aspect of this has been to position the JHPDG outcomes within the framework of the Scottish Government’s housing and regeneration outcomes, to clarify and strengthen the links. The Scottish Government’s housing and regeneration outcomes are as follows:

<p>Housing Vision: All people in Scotland live in high-quality sustainable homes that they can afford and that meet their needs.</p> <p>Regeneration Vision: A Scotland where our most disadvantaged communities are supported and where all places are sustainable and promote well-being.</p>			
A well-functioning housing system	High quality, sustainable homes	Homes that meet people’s needs	Sustainable communities
Availability and choice	Efficient use of natural resources	Access to a home	Economically sustainable
Homes people can afford	Warm	Able to keep a home	Physically sustainable
Growth of supply	Safe	Independent living supported	Socially sustainable
	Promote well-being		

The following tables show how the various working groups which are relevant to the JHPDG (listed at **Annex B**) and Plan outcomes fit with each other and the housing and regeneration outcomes. The table also shows how working groups and other methods of engagement are linked into the JHPDG.

## JOINT HOUSING POLICY AND DELIVERY GROUP

### Housing Vision:

**All people in Scotland live in high-quality sustainable homes that they can afford and that meet their needs.**

### Regeneration Vision:

**A Scotland where our most disadvantaged communities are supported and where all places are sustainable and promote well-being.**

#### A well-functioning housing system

Availability and choice  
Homes people can afford  
Growth of supply

#### High quality, sustainable homes

Efficient use of natural resources  
Safe and warm  
Promote well-being

#### [Planning Reform Process]

Infrastructure Delivery Group	Ongoing Planning Reform & engagement	High Level Group on Planning Performance	Skills Working Group (short life)	Regular catch-ups with Scottish Government around social and affordable housing	Regular catch-ups with Scottish Government around private sector house building	Engagement with the Scottish Government on the private rented sector	Scottish Real Estate Forum	Energy Efficiency Scotland Partnership Forum	Common Housing Quality Standards Forum
4. Increase pace of housing supply through infrastructure investment which supports housing development.	9. Public and private sector agreement on a definition of effective land supply and more housing projects proceeding with better information.	6. Better and faster delivery of housing through speedier consents.	12. Sufficient resources labour supply and skills in the construction sector to support house building and maintenance to deliver new homes and support regeneration.*	1. Stakeholders develop housing programmes at a sufficient pace to deliver 50k completed affordable homes by March 2021. *	3. Increased options for people to own and fund their own homes and more opportunities for SMEs to undertake small scale house construction projects.	31. A high-quality private rented sector managed by well-informed landlords operating to clear standards and guidelines.	32. A high-quality new build private rented stock managed by professional landlords operating to clear standards and guidelines. **	14. More effective and measurable achievement of reductions in the effects of climate change and fuel poverty.	34. Improved stock condition through better and more cost effective building repairs, maintenance and improvements, done on an equitable basis between tenures.*
5. Clearer understanding of the range of effective mechanisms to fund infrastructure to enable development to move forward.	8. Increase in housing supply by increased focus on deliverability of housing sites in Development Plans.				11. More SME builders delivering more homes.			15. A set of measurable actions which take account of the issues in rural and off grid areas, and which make it easier and more affordable to heat homes in these areas.	
	17. More projects proceeding with community support, leading to shorter planning consent achievement times and better places.				13. Better information about what measures are necessary to support the new build industry and target resources.			16. Increase in awareness and demand for energy efficient homes and a long term continuing communications campaign.	
					7. More public support for housing development and buy in to long term visions for communities and places.				

\* denotes an update to an existing outcome [previous outcomes 2 and 33 are now closed]

\*\* denotes a new outcome

**JOINT HOUSING POLICY AND DELIVERY GROUP**

Housing Vision:

All people in Scotland live in high-quality sustainable homes that they can afford and that meet their needs.

Regeneration Vision:

A Scotland where our most disadvantaged communities are supported and where all places are sustainable and promote well-being.

**Homes that meet people’s needs**

Access to a home  
Able to keep a home  
Independent living supported

**Sustainable communities**

Economically sustainable  
Physically sustainable  
Socially sustainable

Accessible Housing Group	Homelessness Prevention Strategy Group	Housing and Social Security Group	Age, Home and Community Monitoring & Advisory Group	Regular catch-ups with Scottish Government around land reform	Scottish Towns Partnerships
24. A more collaborative and joint approach to services by professionals involved in health, social care and housing, resulting in better ways of working and more potential for efficiencies.	29. Further effective reductions in Scotland’s homelessness figures. Ensure effective responses to homelessness and that less people become homeless through better joint working on prevention.*	30. Maximise the opportunities from the use of devolved social security powers in respect of broader housing objectives. Develop and promote good practice amongst housing sector service providers in relation to managing the changes brought about by welfare reform.**	21. More people staying in their own home for longer, in comfort and safety, with savings for the NHS/local authorities.	10. Recommendations from the Scottish Land Commission covering use of CSOs and Land Assembly measures which can then be used to further facilitate housing development and regeneration.*	18. More use of brownfield town centre sites for housing by private builders, with marketability and viability demonstrated.
26. Raise public awareness of the complexity and importance of housing policy issues.			22. More older people choosing to move to homes which will enable them to live safely and independently as they age, potentially increasing the supply of larger homes to the market.*		19. More diverse housing projects in town centres and a more diverse group of people living there, including families.
27. More older and disabled people appropriately housed, with needs evidenced to inform housing planning assumptions and supply.			23. Savings to health and social care providers which can be demonstrated, and which result in the case for preventative spend.		20. More empty properties brought into effective use.
28. A more person centred, cost effective adaptations process which combines joint working between all housing agencies, occupational therapists and health and support workers, resulting in more adaptations carried out which are appropriate and more people staying in their own homes.			24. A more collaborative and joint approach to services by professionals involved in health, social care and housing, resulting in better ways of working and more potential for efficiencies.		
			25. Clear decisions about plans and resources by the health and social care partnerships which are fully informed about and take full opportunity of the significant contribution that housing will make to delivery of services.		
			26. Raise public awareness of the complexity and importance of housing policy issues.		
			27. More older and disabled people appropriately housed, with needs evidenced to inform housing planning assumptions and supply.		
			28. A more person centred, cost effective adaptations process which combines joint working between all housing agencies, occupational therapists and health and support workers, resulting in more adaptations carried out which are appropriate and more people staying in their own homes.		

## **JOINT HOUSING POLICY AND DELIVERY GROUP REMIT (REVISED 2017)**

### **Purpose**

1. The Joint Housing Policy and Delivery Group for Scotland (“JHPDG”) is the principal and most senior stakeholder group working with the Scottish Government on all matters relating to housing policy and delivery in Scotland. It brings together representatives from the housing sector, COSLA and the Scottish Government. JHPDG operates on an ethos of co-production and with an emphasis on delivery.
2. JHPDG comprises the plenary group and a number of working groups, each with different membership.

### **Remit of the plenary group**

3. The remit of the plenary group is as follows:
  - a) to advise the Scottish Government and COSLA on housing policy, legislation and delivery;
  - b) to assist the Scottish Government and COSLA in setting the strategic direction for future housing policy; and
  - c) to identify issues, obstacles and blockages to delivery of housing policy and to be positive and proactive in identifying solutions to them.

### **Membership of the plenary group**

4. The member organisations for the plenary group meetings are listed at **Annex A**.
5. The membership will be reviewed from time to time to ensure appropriate representation of interests from across the housing sector on the group.

### **Responsibility of members of the plenary group**

6. Members of the plenary group are expected to:
  - a) prioritise attendance at, and participation in, plenary group meetings;
  - b) work in a spirit of co-production with all members, which includes being prepared to take action in support of the group’s work between meetings;
  - c) respect the privilege of membership by handling the information shared at meetings, and in correspondence, appropriately;
  - d) represent not only their organisation but the wider interests of the sector to which their organisation belongs; and

e) identify and update any potential conflicts of interests.

7. Members of the plenary group who do not meet these expectations may have their membership reviewed.

### **Frequency of plenary group meetings**

8. The plenary group will meet three times a year (usually in February, June and November).

### **Chairing plenary group meetings**

9. Plenary group meetings will be chaired by one of the co-chairs on an alternating basis. There are two co-chairs: the Director for Housing and Social Justice and a co-chair drawn from the members of the plenary group. This second co-chair will be elected by the membership of the plenary group and normally serve for two years.
10. The co-chairs will jointly set and agree the agenda for each plenary meeting.

### **Focus of plenary group meeting discussions**

11. Each plenary group meeting will normally comprise:
- declarations of conflicts of interest;
  - a review of extant actions from previous meetings;
  - an update from the Scottish Government on strategic developments;
  - (normally) two substantive structured discussions around major housing themes, with input from relevant working groups;
  - input from a Scottish Government Minister; and
  - input from a COSLA elected representative, as appropriate.
12. Once a year, the meeting will consider a draft annual report (which may take such form as the co-chairs jointly agree is appropriate), which will be presented to the Scottish Ministers and the COSLA representative.

### **Secretariat support for plenary meetings**

13. Scottish Government will provide secretariat support for the plenary meetings. Secretariat support includes:
- Identifying suitable meeting dates and times

- booking a suitable venue
- making appropriate provision for accessibility
- circulating the papers
- providing catering
- taking and circulating minutes.

14. Plenary meetings will take place in Edinburgh to facilitate Ministerial attendance.

### **Working groups**

15. There are a number of working groups (from within the housing portfolio and wider) which are relevant to the work of the JHPDG and these are listed at **Annex B**. Working groups will determine their own membership according to their own governance procedures.

### **Relationship of working groups to the JHPDG**

16. Wherever possible, the Scottish Government will engage the plenary group and utilise the working groups to take forward existing and new work related to housing.

17. The working groups are responsible for delivering the outcomes set out in the **Joint Housing Delivery Plan for Scotland** (“the Plan”). (But note that, in some cases, the working groups will also have wider purposes.)

18. The co-chairs and working group chairs shall agree which outcomes in the Plan belong to which working group and may, from time to time, adjust this.

19. In relation to the outcomes in the Plan, the remit of each working group is as follows:

- a) to make progress towards delivery of the outcomes in such manner as they see fit;
- b) to identify issues, obstacles and blockages to giving full effect to the outcomes and to be positive and proactive in identifying and implementing solutions to them;
- c) to recommend to the plenary group such modifications to the terms of the outcomes in the Plan as may from time to time be necessary; and
- d) to report back to the plenary group from time to time on progress against the outcomes in the Plan.

20. The working group chairs may recommend to the plenary group that certain outcomes in the Plan are completed or are no longer relevant, as appropriate.

### **Working group representation at plenary**

21. Each working group will have a representative attending the plenary meetings.
22. These representatives are expected to:
  - a) prioritise attendance at, and participation in, working group and plenary meetings;
  - b) facilitate communication between the plenary and the working group, not least by representing the views, progress and priorities of the plenary to the working group and vice versa.
23. Representatives who do not meet these expectations may have their role as representative reviewed.

### **Meetings of working group chairs with co-chairs**

24. Working group chairs and the co-chairs may meet from time to time as needed to review progress and ensure the right linkages with, and representation on, the plenary group.

### **Access to Scottish Government analytical services**

25. Scottish Government analysts will support the JHPDG in making best use of existing data and evidence relating to issues being considered by it. Requests for any analytical support must be made two months in advance of need and, whilst met where possible, will need to be considered against other competing priorities.

### **Scottish Government**

**November 2017**



**ANNEX A****PLENARY MEMBERSHIP**

Organisations represented at plenary meetings of the Joint Housing Policy and Delivery Group (JHPDG) are as follows:

- Association of Local Authority Chief Housing Officers
- Architecture and Design Scotland
- Chartered Institute of Housing in Scotland
- Construction Scotland
- Convention of Scottish Local Authorities
- Existing Homes Alliance
- Glasgow and West of Scotland Forum of Housing Associations
- Heads of Planning Scotland
- Homes for Scotland
- Independent Living in Scotland
- National Estate Agents Association
- Network of Registered Regional Tenants' Organisations
- NHS Health Scotland
- Royal Incorporation of Architects in Scotland
- Royal Institution of Chartered Surveyors, Scotland
- Royal Town Planning Institute
- Scottish Builders Federation
- Scottish Association of Landlords
- Scottish Property Federation
- Scottish Solicitors' Property Centres
- Scottish Federation of Housing Associations
- Scottish Fuel Poverty Forum
- Scottish Futures Trust
- Scottish Housing Regulator
- Shelter Scotland
- Tenant Participation Advisory Service
- Tenant Information Service
- UK Finance (*formerly CML*)
- University of Glasgow (and CaCHE)
- University construction innovation unit

Officials from COSLA, the Directorate of Housing and Social Justice, and the Planning and Architecture Division in the Scottish Government are also members of the group.

The Cabinet Secretary for Communities, Social Security and Equalities or the Minister for Local Government and Housing will attend for at least part of every plenary meeting (subject to Parliamentary business). COSLA elected members will be invited to attend those meetings.

**ANNEX B****WORKING GROUPS**

The following working groups are progressing work relevant to the JHPDG:

- Accessible Housing Group
- Health and Social Care Partners Group
- Homelessness Prevention Strategy Group
- Housing and Social Security Group
- Infrastructure, Land and Planning Group
- Older People's Housing Strategy Advisory Group
- SEEP Partnership Forum
- Skills Working Group (short life)
- Supported Accommodation Steering Group

Additionally, the following groups, bodies or meetings are relevant:

- Scottish Land Commission
- Regular catch-ups with Scottish Government around social and affordable housing
- Regular catch-ups with Scottish Government around private sector house building
- UK Collaborative Centre for Housing Evidence.