

## **Chapter 6: Monitoring and Updating the TAYplan-wide Joint Housing Need and Demand Assessment**

### **Purpose**

6.1 The purpose of monitoring is to ensure that the HNDA process is more than a one-off exercise that takes place every so often. Instead monitoring is designed to make this a more useful and more fluid process that is constant but where work is reported on at appropriate time intervals.

### **Monitoring Arrangements**

6.2 The Monitoring arrangements for the Strategic Development Plan and for local authority activity are shifting towards an outcomes focus based on a Scottish Government suite of indicators. Numerous of these are shared with the datasets advised in the 2008 HNDA Guidance for the Current Market (Chapter 2). Consequently there is already a degree of policy monitoring in place to support this.

6.3 The CHMA's HNDA Tool and its regular updates will serve as a continuous resource that can be used in future without the need to procure or construct alternative systems. Similarly, this system is now operational and future rounds of HNDA work will be provided with greater levels of certainty and consistency so as to aid direct comparisons between different HNDA exercises. The Operational Group (See Appendix 3) will continue to meet at least every 6 months to consider new information that will influence future HNDA exercises on, for example, the variables used to construct Scenarios in the HNDA Tool. It is anticipated that some information e.g. the income data, will be updated annually but that other information, e.g. Population and Household Projections will be updated every two years and will then be incorporated into the CHMA's HNDA Tool. Factors such as the household projections will contribute to understanding the overall scale of new homes required.

6.4 The Operational Group will also consider the lessons learned from this exercise and undertake an audit of the HNDA Guidance Refresh (anticipated in 2014). The audit will assist housing authorities in particular in considering any gaps between the present 2008 guidance and the requirements in the anticipated 2014 Guidance refresh which relate to specialist housing provision.

6.5 Huge effort has gone into 'getting this one right the first time' so that future exercises can focus the majority of activity on analysis of the data and consideration of the scenarios. Although no piece of work can ever be perfect the points made above will support the diversion of future activity away from data gathering towards data analysis. Systems have been put in place to allow similar ways of collecting and presenting data in future.

### **Timetable and future arrangements**

6.6 This HNDA was the first time a single full HNDA has been prepared by TAYplan and the four councils. The structures and systems have worked well but these will evolve over time to become more effective. The outputs from this HNDA will inform the next round of Development Plans and Local Housing Strategies. The next Strategic Development Plan must be submitted to Scottish Ministers by 8 June 2016. Local Housing Strategies will be completed between 2016 and 2018 and respective Local Development Plans between 2017 and 2019.

6.7 There is a legislative requirement for Strategic Development Planning Authorities to submit a proposed Plan to Scottish Ministers within 4 years of approval of the preceding plan. This determines the window of time for preparing Strategic Development Plans, including all related research, of which the HNDA is one element. As such the Main Issues

Report for the third TAYplan Strategic Development Plan will be the 'first call' on the outputs from the next HNDA.

6.8 Using the general assumptions of Scottish Government [Circular 6/2013 Development Plans](#), it seems likely that ministerial approval (with or without modifications) of the second TAYplan Strategic Development Plan would be anticipated by the end of 2016 or the start of 2017. This would require the third Strategic Development Plan to be submitted to Scottish Ministers by the end of 2020 or the start of 2021. Working back from this point would require a Main Issues Report consultation during 2018 and all preliminary work and research to commence during 2016 and 2017.

6.9 Therefore work will commence on the next HNDA exercise by summer 2017 including a housing market area refresh exercise. There will remain some uncertainties around the exact timescales for statutory processes until the date of ministerial approval for the second TAYplan is known. This is because this date affects the statutory timescale within which the plan must be submitted (see paragraph 6.7 above). However, commencing work by summer 2017 provides an appropriate timeframe during which the next HNDA could be undertaken to inform the preparation of the third TAYplan Main Issues Report and subsequent Strategic Development Plan.

6.10 Assuming that there is no major change to the HNDA Guidance (beyond the forthcoming refresh) or to the CHMA's HNDA Tool then the next HNDA stands stronger chance of benefitting from a universally understood approach for all stakeholders to participate meaningfully in this process. It is therefore hoped that this operational certainty and clarity will, over time, support a stronger and more mature partnership between TAYplan, the four councils and their wider housing market partnerships.

6.11 A refresh of the current HNDA Guidance Note (2008) is anticipated during 2014. Although it is expected to share many of the objectives of the 2008 guidance it may also bring greater clarity and may require more regular and continued analysis of need and demand overtime. The present details of this are not clear at the time of writing, however, the present arrangements are considered to be capable of enabling the next HNDA to be commenced within an appropriate timeframe to support any new guidance requirements as well as the statutory timescale requirements for preparing Development Plans and Local Housing Strategies.