

NO: **R221**

COUNCIL DATE: **November 18, 2019**

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## REGULAR COUNCIL

TO: **Mayor & Council** DATE: **November 12, 2019**

FROM: **General Manager, Planning & Development** FILE: **4815-01**  
**General Manager, Finance**

SUBJECT: **Application for a Union of British Columbia Municipalities Housing Needs Reports Program Grant**

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## RECOMMENDATION

The Planning & Development Department and Finance Department recommend that Council:

1. Receive this report for information;
2. Authorize staff to submit an application to the Union of British Columbia Municipalities (“UBCM”) Housing Needs Reports Program for a grant of \$70,000 to prepare a Surrey Housing Needs Report; and
3. Support the City of Surrey’s application to the UBCM *Housing Needs Reports Program* and the City’s willingness to provide overall grant management, as outlined in this report.

## INTENT

New Provincial legislation requires that by April 2022, all local municipalities must submit a Housing Needs Report every 5 years in order to understand what housing needs are most needed in their communities. The purpose of this report is to provide Council with information about a grant application for submission to the UBCM Housing Needs Reports Program which supports local governments in undertaking the reports in order to meet these provincial requirements and to request Council support the City’s overall grant management for the proposed project.

## BACKGROUND

### **Provincial Legislation Requiring Housing Needs Reports**

In April 2018, new Provincial legislation amended the *Local Government Act* establishing a requirement for local governments to complete housing needs reports by April 2022 and every five years thereafter.

Provincial legislation and regulations specify the requirements for housing needs reports, which include:

- Collecting information to identify current and projected housing needs;
- Using that information to prepare and publish an online housing needs report that shows current and projected housing needs for at least the next five years; and
- Considering the most recently collected information and housing needs report when amending official community plans and regional growth strategies.

### **UBCM Housing Needs Reports Program**

The UBCM has received funding of \$5 million over three years from the British Columbia (“BC”) Ministry of Municipal Affairs and Housing for a program to support local governments in undertaking housing needs reports. The funding maximum for each city is based on population of the planning area using 2016 Census data. The funding maximums are shown in the following table:

#### **Funding Maximums for the Housing Needs Program**

<b>Population</b>	<b>Funding Maximum</b>
Under 5,000	\$15,000
5,000 to 14,999	\$20,000
15,000 to 49,999	\$30,000
50,000 to 99,999	\$50,000
100,000 or greater	\$70,000

The funding is being administered through the UBCM’s Housing Needs Reports Program. The application for a UBCM grant must include a Council resolution indicating support for the proposed activities and willingness to provide overall grant management.

### **DISCUSSION**

Staff are preparing an application to submit to the UBCM Housing Needs Reports Program in order to develop a housing needs report for Surrey. Grant applications are due on November 29, 2019 for the 2019 Program. Surrey is eligible for funding of up to \$70,000.00.

### **Key Components of the Housing Needs Report**

Required content for the housing needs report identified in the Provincial legislation and regulations includes:

- Data: Approximately 50 distinct kinds of data are required to be collected regarding:
  - Current and projected population;
  - Household income;
  - Significant economic sectors; and
  - Currently available and anticipated housing units.
- Estimated Number of Housing Units required to meet current housing and anticipated housing needs for at least the next five years, by housing type.

- Statements of Need that are based on the analysis of the required data and the public engagement process. The narrative statements will describe the current and anticipated key areas of local need.

The Provincial legislation identifies areas of local need that must be included in the housing needs report. These include:

- Affordable housing;
- Rental housing;
- Special needs housing;
- Housing for seniors;
- Housing for families; and
- Shelters and housing for individuals experiencing or at-risk of homelessness.

Local governments can also report on other key population groups or issues. In Surrey these will include:

- Affordable housing along Surrey's Frequent Transportation Network, with a specific focus on the Fraser Highway Skytrain Corridor Planning Area; and
- Urban Indigenous Housing.

When a local government completes their housing needs report, they are required to receive the report at a Council meeting and publish it on a publicly accessible website. In addition, a standardized form that summarizes key pieces of data collected, consultation undertaken and key findings on their housing needs must be completed and included in the report (a sample of this form is attached as Appendix "I").

### **Surrey Housing Needs Report – Proposed Activities**

Upon approval of the UBCM grant, the City will have one year to complete the report. It is anticipated that the cost of the engagement and final report will be funded entirely through \$70,000 grant. The housing data will be provided through Metro Vancouver.

The following activities are proposed to be undertaken to create Surrey's Housing Needs Report.

#### Housing Data

Metro Vancouver has committed to collecting the required data for all member municipalities. City staff will use the data to create user-friendly fact sheets, display boards and other resources that will be shared at engagement events and posted on the City's website. These resources will provide an evidence-base for the community engagement process.

#### Project Advisory Committee

A project advisory committee will be established to provide staff with feedback on the engagement process and the report content. The committee will consist of approximately 25 key stakeholders representing multiple sectors, City Departments and housing experts. It is anticipated that the advisory committee will meet two to three times over the course of the project.

## Engagement

The development of the housing needs report will involve a range of engagement activities including:

- *Community Surveys and Pop-ups*: Broad-reach public engagement methods will include one or two surveys on CitySpeaks, as well as pop-up engagement in public places such as recreation centres, libraries, malls, and at community events.
- *Special Topic Workshops*: Theme-based workshops will allow for a deeper dive into key housing issues. Special topic workshops may include a focus on topics such as seniors housing, special needs housing, urban Indigenous housing, homelessness, renters, and affordable housing and transit.
- *Housing Forum*: A forum will bring together up to 100 key stakeholders to review the data collected and results of the engagement process, and to provide input into the Statements of Need.

## Final Report

The data, engagement results and statements of need will be compiled into a final Surrey Housing Needs Report.

## **Related City of Surrey Plans & Policies**

The City of Surrey has several existing plans and policies related to housing including:

- Sustainability Charter 2.0 (2016);
- Official Community Plan (2014);
- Master Plan for Housing the Homeless in Surrey (2013); and
- Surrey Affordable Housing Strategy: A Focus on Rental Housing (2018)

The housing needs report will not replace these existing City plans and strategies, but rather provide Surrey residents and key stakeholder groups with an opportunity to be meaningfully engaged in reviewing up-to-date housing-related data and identifying current and future housing needs.

The housing needs report is especially timely as the results will help to inform the land use plans along the Fraser Highway Skytrain Corridor Planning Area and specifically the shared objective of the Province, TransLink and the City in facilitating the development of affordable housing along this transportation corridor.

## **Estimated Project Timeline**

The City has 12 months to complete the housing needs report from the time the grant is approved. It is anticipated that the establishment of the project advisory committee and related background work will begin in early 2020. The community engagement will initiate in the spring and will incorporate direction from the City's Public Engagement Strategy that is currently underway. The consultation will culminate in a housing forum in the fall, bringing together key stakeholders to

review the data and results of the engagement process. The final housing needs report will be complete by the end of 2020.

## **SUSTAINABILITY CONSIDERATIONS**

The application for a UBCM Housing Needs Reports Program grant supports the objectives of the City's Sustainability Charter 2.0. In particular, this work relates to Sustainability Charter 2.0 theme of Inclusion. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Direction ("SD"):

- Inclusion DO 12: Everyone in Surrey has a place to call home;
- Inclusion DO 13: Appropriate and affordable housing is available to meet the needs of all households in Surrey; and
- Inclusion SD 11: Ensure development of a variety of housing types to support people at all stages of life.

## **CONCLUSION**

In order to support the development of a Housing Needs Report for Surrey, it is recommended that Council approve the submission of an application to the UBCM *Housing Needs Reports Program* for a grant of \$70,000 to support the development of a housing needs report for Surrey. The City has a legislative requirement to prepare a housing needs report by April 2022. The preparation of this report in 2020 will provide information that will inform housing plans and policies, including the land use planning along the Fraser Highway Skytrain Corridor.

Jean Lamontagne  
General Manager, Planning & Development

Kam Grewal  
General Manager, Finance

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Appendix "I"- Housing Needs Reports – Summary Form

## Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: \_\_\_\_\_

REGIONAL DISTRICT: \_\_\_\_\_

DATE OF REPORT COMPLETION: \_\_\_\_\_ (MONTH/YYYY)

### PART 1: KEY INDICATORS & INFORMATION

*Instructions: please complete the fields below with the most recent data, as available.*

<b>LOCATION</b>	Neighbouring municipalities and electoral areas:
	Neighbouring First Nations:

<b>POPULATION</b>	Population:	Change since	:	%	
	<i>Projected</i> population in 5 years:	<i>Projected</i> change:	%		
	Number of households:	Change since	:	%	
	<i>Projected</i> number of households in 5 years:	<i>Projected</i> change:	%		
	Average household size:				
	<i>Projected</i> average household size in 5 years:				
	Median age (local):	Median age (RD):	Median age (BC):		
	Projected median age in 5 years:				
	Seniors 65+ (local):	%	Seniors 65+ (RD):	%	Seniors 65+ (BC):
	<i>Projected</i> seniors 65+ in 5 years:				%
	Owner households:	%	Renter households:	%	
	Renter households in subsidized housing:				%

	Median household income	Local	Regional District	BC
<b>INCOME</b>	All households	\$	\$	\$
	Renter households	\$	\$	\$
	Owner households	\$	\$	\$



**PART 2: KEY FINDINGS**

**Table 1: Estimated number of units needed, by type (# of bedrooms)**

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)		
1 bedroom		
2 bedrooms		
3+ bedrooms		
<b>Total</b>		

Comments:

**Table 2: Households in Core Housing Need**

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
<b>Of which are in core housing need</b>						
Of which are owner households						
Of which are renter households						

Comments:

**Table 3: Households in *Extreme* Core Housing Need**

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
<b>Of which are in extreme core housing need</b>						
Of which are owner households						
Of which are renter households						

Comments:

