



**REPORT TO HOSPITALS AND HOUSING COMMITTEE  
MEETING OF WEDNESDAY, SEPTEMBER 4, 2019**

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**SUBJECT**     **UBCM Housing Needs Reports Program Grant Application**

**ISSUE**

A Capital Regional District (CRD) Board resolution is required to support a CRD grant application to the Union of BC Municipalities (UBCM) *Housing Needs Reports Program*. In addition, resolutions from participating municipalities, electoral areas and local trust areas are required to approve the CRD as applicant, recipient and manager of the grant funding for the project.

**BACKGROUND**

In 2018, the Provincial Government passed *Bill 18 – 2018: Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*, which requires local governments to develop housing needs reports every five years. The reports are intended to strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, and help inform local plans, policies, and development decisions.

To support municipalities and electoral areas in completing these reports, funding is being made available as grants through a new UBMC program. The *Housing Needs Reports Program* supports local governments in undertaking housing needs reports in order to meet the provincial requirements. The Ministry of Municipal Affairs & Housing (MMAH) has confirmed \$5 million over three years for this program. The maximum funding for regional projects is \$150,000.

The program is structured to reflect the planning areas for which local governments are required to complete housing needs reports: municipalities, electoral areas and local trust areas (within the Islands Trust). Funding is scaled based on the net population of the planning area and regional projects are possible where municipalities and electoral areas agree to work together.

Through the Development Planning Advisory Committee (DPAC), CRD staff have engaged all regional municipalities and electoral areas in discussions regarding the potential for a regional Housing Needs Reports project that compiles data and gathers other information in compliance with the new provincial legislation. The senior planning staff from 11 municipalities, electoral areas and local trusts have identified an interest in collaborating through the CRD to complete their Housing Needs Reports. These municipalities are listed in Appendix A, Statement of Work. Four municipalities (Oak Bay, Sidney, Sooke and View Royal) applied independently to the grant program in May 2019 to complete their Housing Needs Reports in conjunction with other planning efforts already underway in their respective jurisdictions.

All municipalities/electoral areas/local trust areas have indicated interest in ongoing collaboration through the CRD to update the data and provide reports that meet future legislative requirements.

A Statement of Work has been drafted and is attached as Appendix A. The project will proceed in alignment with the DPAC Terms of Reference.

## **ALTERNATIVES**

### *Alternative 1:*

That the Hospitals and Housing Committee recommends to the Capital Regional District Board:

1. That the CRD Board authorize staff to apply to the Union of BC Municipalities for a grant under the *2019 Housing Needs Reports Program*;
2. That the CRD Board Chair write a letter to the councils of the participating municipalities, electoral areas and local trust areas requesting approval of resolutions to support the CRD applying for, receiving and managing the Union of BC Municipalities *2019 Housing Needs Reports Program* grant funding on their behalf; and
3. That the CRD Board approve the CRD providing overall grant management for a project under the Union of BC Municipalities *2019 Housing Needs Reports Program* that includes the activities proposed in the Statement of Work presented in Appendix A.

### *Alternative 2:*

That the report be referred back to staff for further review based on Committee direction.

## **IMPLICATIONS**

### **Intergovernmental Implications**

Applications for regional projects funded by the UBCM grant require that each local council submit a resolution that indicates support for a third party to apply for, receive and manage the grant funding on their behalf.

Collaboration on completion of housing needs reports for the 11 participants will allow for efficient use of grant funding, will contribute to the creation of housing needs reports that will be used by each participating municipality, electoral area and land trust area to fulfill their responsibilities under the *Local Government Act*, and will ensure regional alignment for ongoing measurement that better informs local planning and development for housing that meets the needs of a growing region.

### **Growth Management Implications**

The new provincial legislation includes an expectation that local and regional governments use the findings of housing needs reports to inform their respective official community plans and regional growth strategies. The CRD has played a historical role in providing data on development within the region that informs local government and contributes to monitoring the implementation of the Regional Growth Strategy.

## Financial Implications

Provision of the grant will allow the CRD to access funding to complete the activities necessary to produce reports that align with the new legislation. The UBCM grant program will provide 100% of funding for eligible activities under the program's requirements.

## CONCLUSION

The introduction of new provincial legislation requiring local governments to complete and submit housing needs reports provides an opportunity for the CRD to lead collaboration among its municipal, electoral area and land trust area members to complete the research and publish reports that meet the legislative requirements. The CRD has identified 11 local government entities interested in working together to complete an initial housing needs report, and all entities have expressed an interest in future collaboration in completing five-year updates of the reports.

## RECOMMENDATIONS

That the Hospitals and Housing Committee recommends to the Capital Regional District Board:

1. That the CRD Board authorize staff to apply to the Union of BC Municipalities for a grant under the *2019 Housing Needs Reports Program*;
2. That the CRD Board Chair write a letter to the councils of the participating municipalities, electoral areas and local trust areas requesting approval of resolutions to support the CRD applying for, receiving and managing the Union of BC Municipalities *2019 Housing Needs Reports Program* grant funding on their behalf; and
3. That the CRD Board approve the CRD providing overall grant management for a project under the Union of BC Municipalities *2019 Housing Needs Reports Program* that includes the activities proposed in the Statement of Work presented in Appendix A.

Submitted by:	John Reilly, MSW RSW, Manager Housing Planning and Programs
Concurrence:	Christine Culham, Acting General Manager Planning & Protective Services
Concurrence:	Larisa Hutcheson, P.Eng., Acting Chief Administrative Officer

JR:mk

Attachments: Appendix A - Regional Housing Needs Reports Statement of Work