



# CORPORATE REPORT

To: Electoral Area Services Committee

Date: 2020-11-10

From: Katelyn Hipwell, Planner II

File No: 680-20-21246

**Subject: Housing Needs Assessment Update**

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## INTENT

This report is intended to advise the Electoral Area Services Committee of information pertaining to the Housing Needs Assessment Project. Staff is not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

## STRATEGIC AREA(S) OF FOCUS

Support Healthy & Sustainable Community

Provide Responsive & Effective Public Services

## BACKGROUND

In response to provincial legislation changes, the FVRD is completing a Housing Needs Report to better understand current and future housing needs in the Electoral Areas. The Housing Needs Assessment Project, funded through the UBCM Funding Program, is underway. CitySpaces Consulting is leading the project, assisted by FVRD staff. Due to circumstances surrounding the COVID-19 pandemic, many agencies throughout the FVRD have experienced reduced capacity for engagement. As a result, the planned engagement activities for the Housing Needs Assessment project have been delayed. In order to ensure adequate engagement with affected and interested parties, as well as adequate time for data analysis, the FVRD has received a project extension from UBCM. The project timeline has been extended from January 2021 to April 30, 2021 for completion of all project activities and all final reporting requirements will be submitted to UBCM no later than May 30, 2021.

## DISCUSSION

## Project Extension from UBCM and Revised Anticipated Timelines

### Engagement

To date, CitySpaces Consulting has initiated the engagement process for the Electoral Areas Housing Needs Report. This has involved stakeholder workshops, a housing needs survey and many key informant interviews. Initially, several stakeholder workshops were scheduled, however many local organizations, stakeholders and rightsholders (e.g. Indigenous Communities) have had very limited capacity due to COVID-19 and were not available for a focus group session. To ensure we have representative and meaningful feedback, we have offered key informant interviews to those unable to attend the initial focus group sessions. Because of capacity limitations, these interviews are now being scheduled into November, which limits the time available to analyze engagement results and complete the data analysis. Staff envision completing the engagement phase by the end of November.

### Quantitative and Qualitative Data Analysis

CitySpaces has begun the data analysis process for the FVRD's Electoral Areas. Completion of this data analysis is now expected by the end of December. This includes demographic statistics related to population, employment and median age, as well as housing indicators such as median benchmark price data, average rent, housing composition by bedroom type, etc. Our data analysis phase adheres to the legislative requirements regarding required data-sets.

Given the engagement phase has been delayed, more time is required to analyze the engagement findings and the data analysis together to produce the housing needs assessment. It is anticipated that the bulk of the housing needs assessment will be drafted in January and February. Based on the findings of the Housing Needs Assessment, drafting of the Implementation and Action Plan will be completed in February/March. All deliverables will be finalized by early April.

### Final Report

The final Housing Needs Report will be presented to the Electoral Area Services Committee and the FVRD Board at their regular meetings in April 2021 (exact date TBD as 2021 Board Meeting calendar is not set). Final reporting will be completed by May 30<sup>th</sup>, 2021.



## **COST**

All costs incurred by staff and consultants over the course of the project will be borne from the grant funding received through UBCM. The project extension will not have any impact on the project budget or result in additional consulting costs.

## **CONCLUSION**

The FVRD is completing a Housing Needs Report to better understand current and future housing needs in the Electoral Areas. The project is funded through the UBCM Housing Needs Report Program. In response to COVID-19 and various delays in the public engagement phase and increased time required for qualitative data analysis, the FVRD has received an extension for final completion of the project from UBCM.

## **COMMENTS BY:**

**Graham Daneluz, Director of Planning & Development:** Reviewed and supported.

**Kelly Lownsborough, Chief Financial Officer/ Director of Finance:** Reviewed and supported.

**Jennifer Kinneman, Chief Administrative Officer:** Reviewed and supported.