



CORPORATE REPORT

To: CAO for the Regional and Corporate Services Committee

Date: 2019-05-08

From: Melissa Geddert, Planning Technician

File No: 6430-01-General

Subject: Bill 18 – 2018 Local Government Statutes Amendment Act, 2018 – Housing Needs Reports

INTENT

This report is intended to advise the Committee of information pertaining to the enactment of *Bill 18 – Local Government Statutes Amendment Act* requiring the preparation of Housing Needs Reports. 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 2018 the Provincial Government introduced *Bill 18 - Local Government Statutes (Housing Needs Reports) Amendment Act, 2018*, amending the *Local Government Act*. The intent of the legislation is to provide local governments with tools to understand the need for more affordable and appropriate housing in British Columbia's tight real estate market.

As of April 16, 2019 Bill 18 has come into force. Bill 18 requires local governments to assess the housing needs of their communities and report on the findings. The reports will help local governments and the Province better understand and respond to long-term housing needs specific to their communities. Per the legislation, Housing Needs Reports must be considered when amending or creating Official Community Plans and Regional Growth Strategies.

DISCUSSION

Bill 18 - Local Government Statutes (Housing Needs Reports) Amendment Act, (attached as Appendix A) is now in effect. Under the requirements of the Act, the Fraser Valley Regional District (FVRD) and each municipality is required to produce a Housing Needs Report within the next three years (April 2022)

and every five years after that. Each municipality and regional district is required to collect data, analyze trends and present reports that describe current and anticipated housing needs.

Provincial Requirements

The legislation and regulations outline specific requirements for local governments to determine current and projected housing needs. Attached as Appendix B is a summary of the legislative and regulatory requirements for housing needs reports, which involves collecting and analyzing distinct types of data about:

- current and project population;
- household income;
- significant economic sectors; and
- currently available and anticipated housing units.

The data for the housing needs reports includes:

- **BC Assessment data** – evaluation of assessed values and sales prices of housing;
- **BC Housing data** – inventory of non-market housing and new homes registered;
- **BC Stats data** – projected population and household demographics from 2018 to 2028;
- **Canada Mortgage and Housing Corporation (CMHC) data** – assessment of primary rental market prices, primary rental vacancy rates and some secondary rental market data;
- **Statistics Canada Census data** – analysis of population and household demographics, labour force, household income, housing units and core housing need.

As part of the legislated requirement to monitor the Regional Growth Strategy, the FVRD holds a large amount of data required for the Housing Needs Report, but there are gaps. In addition to the FVRD's inventory, the province is preparing an accessible database that includes a large proportion of data the FVRD is required to collect. However, information gaps on rental data for the Electoral Areas and smaller communities may need to be addressed through collaboration with community partners.

Community Partnerships

Partnerships between local governments to undertake this work are permitted. If requested, the FVRD could consider coordinating the collection and reporting of housing needs information on behalf of a member municipality, provided that community specific information and reporting is provided for each individual electoral area and participating municipality.

Funding

To assist local governments with meeting the new requirements, the Province is providing a funding program administered by the Union of BC Municipalities. All local governments are eligible to apply. Applications are now being accepted for the 2019 program, the application deadlines are May 31, 2019 and November 29, 2019.

Funding maximums are based on the population of the planning area and are outlined in Table 1. Under the Housing Needs Reports program, eligible costs and activities must be cost-effective and include:

- Development of new or updated housing needs reports (as required by the Local Government Act), including:
 - Project management and coordination;
 - Data collection (from public agencies and/or other data costs), compilation and analysis, not including data made available via the Ministry of Municipal Affairs & Housing for the purpose of developing housing needs reports;
 - Research specific to the development of housing needs reports;
 - Community engagement, such as collaboration with neighbouring local governments and partner organizations, community surveys, and engagement activities;
- Publication of housing needs reports including editing, proofing, graphic design, etc.;
- Presentation of housing needs reports to Council, Board, or Local Trust Committee;
- Consultant costs;
- Incremental staff and administration costs;
- Public information costs; and
- Training and capacity building for local government staff specific to developing housing needs reports.

Funding requests for combined planning areas (municipalities, and/or electoral areas) may be submitted as a single application for eligible, collaborative projects. The total funding request for regional projects cannot exceed \$150,000. To qualify for funding, projects must be capable of completion within one year from the date of funding approval.

Table 1 - Planning Area Net Population Funding Maximum (Based on 2016 census of population)

Planning Area	Net Population	Funding Maximum
Fraser Valley A	405	\$15,000
Fraser Valley B	915	\$15,000
Fraser Valley C	1,023	\$15,000
Fraser Valley D	1,529	\$15,000
Fraser Valley E	1,540	\$15,000
Fraser Valley F	1,293	\$15,000
Fraser Valley G	1,776	\$15,000
Fraser Valley H	1,847	\$15,000
Abbotsford, City of	141,397	\$70,000
Chilliwack, City of	83,788	\$50,000
Harrison Hot Springs, Village of	1,468	\$15,000
Hope, District of	6,181	\$20,000
Kent, District of	6,067	\$20,000
Mission, District of	38,883	\$30,000

CONCLUSION

Housing needs reports are a means for the FVRD to better understand the region's current and future housing needs. The report will help identify existing and projected gaps in housing supply and is critical to developing a housing strategy or action plan.

COMMENTS BY:

Alison Stewart, Manager of Strategic Planning: Reviewed and Supported

Stacey Barker, Director of Regional Services: Reviewed and supported.

Mike Veenbaas, Director of Financial Services: No further financial comments.

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

2018 Legislative Session: 3rd Session, 41st Parliament
THIRD READING

The following electronic version is for informational purposes only.
The printed version remains the official version.

Certified correct as passed Third Reading on the 14th day of May, 2018
Craig James, Clerk of the House

HONOURABLE SELINA ROBINSON
MINISTER OF MUNICIPAL AFFAIRS AND HOUSING

BILL 18 – 2018
LOCAL GOVERNMENT STATUTES
(HOUSING NEEDS REPORTS) AMENDMENT ACT, 2018

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of the Province of British Columbia, enacts as follows:

PART 1 – LOCAL GOVERNMENT

Local Government Act

1 Section 429 of the Local Government Act, S.B.C. 2015, c. 1, is amended by adding the following subsection:

(2.1) Unless a board is exempted, or is in a class of local governments exempted, under section 585.11 *[application of this Division]*, the board must consider the most recent housing needs report the board received under section 585.31 *[when and how housing needs report must be received]*, and the housing information on which the report is based,

- (a) when developing a regional growth strategy,
- (b) when amending a regional growth strategy in relation to actions proposed under subsection (2) (c) (i) of this section, or
- (c) when considering a regional growth strategy under section 452 (2).

2 Section 473 is amended by adding the following subsection:

(2.1) Unless a local government is exempted, or is in a class of local governments exempted, under section 585.11 [*application of this Division*], the local government must consider the most recent housing needs report the local government received under section 585.31 [*when and how housing needs report must be received*], and the housing information on which the report is based,

- (a) when developing an official community plan,
- (b) when amending an official community plan in relation to statements and map designations under subsection (1) (a) of this section, or
- (c) when amending an official community plan in relation to housing policies under subsection (2) of this section.

3 The following Division is added to Part 14:

Division 22 – Housing Needs Reports

Definitions for this Division

585.1 (1) In this Division:

"applicable area" means

- (a) in relation to a municipality, the area of the municipality,
- (b) in relation to a regional district, the electoral areas in the regional district other than an area within the trust area, and
- (c) in relation to the trust, the local trust areas;

"local government" includes a local trust committee.

(2) The definitions in section 1 of the *Islands Trust Act* apply for the purposes of this Division.

Application of this Division

585.11 This Division applies to a local government unless the local government

- (a) is exempted by regulation, or
- (b) is in a class of local governments that is exempted by regulation.

Housing needs reports

585.2 A local government must prepare housing needs reports in accordance with this Division.

Collection of housing information

585.21 (1) Subject to the regulations, a local government must collect information in relation to the demand for and supply of housing for the applicable area of the local government for the purpose of preparing a housing needs report.

(2) For the purpose of subsection (1), a local government must collect the following:

- (a) statistical information about current and projected population;
- (b) statistical information about household income;
- (c) information about significant economic sectors;
- (d) information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;
- (e) any other prescribed information.

Content of housing needs report

585.3 A housing needs report must

- (a) be in a format prescribed by regulation, if any,
- (b) be based on the information collected under section 585.21, and
- (c) include the following, subject to the regulations, in relation to the applicable area for the local government:
 - (i) for each type of housing unit, the number of housing units required to meet current housing needs;
 - (ii) for each type of housing unit, the number of housing units required to meet anticipated housing needs for at least the next 5 years;
 - (iii) any other prescribed information.

When and how housing needs report must be received

585.31 (1) A local government must, by resolution, receive housing needs reports in accordance with this section.

- (2) A local government must receive a housing needs report at a meeting that is open to the public.
- (3) A local government must receive
 - (a) the first housing needs report no later than 3 years after the date this section comes into force, and
 - (b) every subsequent housing needs report no later than 5 years after the date that the most recent housing needs report was received.

Publication of housing needs report

585 . 4 As soon as practicable after a local government receives a housing needs report, the local government must publish the housing needs report on an internet site that is

- (a) maintained by the local government or authorized by the local government to be used for publishing the report, and
- (b) publicly and freely accessible.

Regulation-making powers

585 . 41 (1) In relation to this Division, the Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*, including regulations respecting any matter for which regulations are contemplated by this Division.

(2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

- (a) for the purposes of section 585.11 [*application of this Division*], exempting a local government or a class of local governments from this Division;
- (b) respecting information that must be collected under section 585.21 [*collection of housing information*], including, without limitation, in relation to the nature, level of detail and type of information that must be collected and prescribing the periods of time for which the information must be collected;
- (c) providing that information collected under section 585.21 may be collected only for parts of an applicable area and specifying those parts;
- (d) prescribing types of housing units;

(e) providing that a housing needs report may include the matters described in section 585.3 (c) [*content of housing needs report*] only for parts of an applicable area and specifying those parts;

(f) prescribing the format of a housing needs report;

(g) prescribing when a housing needs report must be received by a local government if the local government was, but is no longer, exempt under section 585.11.

(3) In addition to any other variation authority that is specifically provided in this Act, a regulation that may be made by the Lieutenant Governor in Council under this section may

(a) establish different classes of local governments, parts of an applicable area, matters, circumstances or other things,

(b) make different provisions, including exceptions, for different classes referred to in paragraph (a), and

(c) make different provisions, including exceptions, for different local governments, parts of an applicable area, matters, circumstances or things.

4 Section 1 of the Schedule is amended by adding the following definitions:

"housing information" means the housing information collected under section 585.21 [*collection of housing information*];

"housing needs report" means a housing needs report within the meaning of Division 22 of Part 14; .

Vancouver Charter

5 Section 2. of the Vancouver Charter, S.B.C. 1953, c. 55, is amended by adding the following definitions:

"housing information" means the housing information collected under section 574.2 [*collection of housing information*];

"housing needs report" means a housing needs report within the meaning of Division (6) of Part XXVII; .

6 The following heading is added before section 559.:

Division (1) – Interpretation .

7 The following heading is added before section 560.:

Division (2) – Planning and Development .

8 Section 561. is amended by adding the following subsection:

(3.1) The Council must consider the most recent housing needs report received by the Council under section 574.4, and the housing information on which the report is based,

- (a) when developing a development plan, or
- (b) when amending a development plan in relation to housing policies under subsection (3).

9 The heading before section 565. is repealed and the following substituted:

Division (3) – Zoning .

10 The heading before section 572. is repealed and the following substituted:

Division (4) – Board of Variance .

11 The heading before section 574. is repealed and the following substituted:

Division (5) – Advisory Planning Commission .

12 The following Division is added:

Division (6) – Housing Needs Reports

Housing needs reports

574 . 1 The Council must prepare housing needs reports in accordance with this Division.

Collection of housing information

574 . 2 (1) Subject to the regulations, the Council must collect information in relation to the demand for and supply of housing for the city for the purpose of preparing a housing needs report.

- (2) For the purpose of subsection (1), the Council must collect
 - (a) statistical information about current and projected population;
 - (b) statistical information about household income;

- (c) information about significant economic sectors;
- (d) information about currently available housing units and housing units that are anticipated to be available, including information about types of housing units;
- (e) any other prescribed information.

Content of housing needs report

574.3 A housing needs report must

- (a) be in a format prescribed by regulation, if any,
- (b) be based on the information collected under section 574.2, and
- (c) include the following, subject to the regulations, in relation to the city:
 - (i) for each type of housing unit, the number of housing units required to meet current housing needs;
 - (ii) for each type of housing unit, the number of housing units required to meet anticipated housing needs for at least the next 5 years;
 - (iii) any other prescribed information.

When and how housing needs report must be received

574.4 (1) The Council must, by resolution, receive housing needs reports in accordance with this section.

(2) The Council must receive a housing needs report at a meeting that is open to the public.

(3) The Council must receive

- (a) the first housing needs report, subject to subsection (4), no later than 3 years after the date this section comes into force, and
- (b) every subsequent housing needs report no later than 5 years after the date that the most recent housing needs report was received.

(4) If,

- (a) within one year after this section comes into force, the Council
 - (i) submits a report to the minister that includes the information described in section 574.3 (c), and

(ii) applies in writing to the minister for a determination whether the report under paragraph (a) (i) of this subsection is an acceptable report, and

(b) the minister notifies the Council that the minister considers that the report submitted under paragraph (a) (i) of this subsection is an acceptable report,

that report is the first housing needs report for the purposes of subsection (3) (a) of this section.

Publication of housing needs report

574 . 5 As soon as practicable after the Council receives a housing needs report, the Council must publish the housing needs report on an internet site that is publicly and freely accessible.

Regulations

574 . 6 (1) In relation to this Division, the Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*, including regulations respecting any matter for which regulations are contemplated by this Division.

(2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations as follows:

(a) respecting information that must be collected under section 574.2, including, without limitation, in relation to the nature, level of detail and type of information that must be collected and prescribing the periods of time for which the information must be collected;

(b) prescribing types of housing units;

(c) prescribing the format of a housing needs report.

PART 2 – TRANSITIONAL PROVISION

Transition – local government housing needs reports

13 (1) In this section:

"applicable area" means an applicable area as defined in section 585.1, added to the *Local Government Act* by this Act;

"housing needs report" means a housing needs report as defined in section 1 of the Schedule to the *Local Government Act* as amended by this Act;

"interim housing needs report" means a report that sets out the following for an applicable area:

- (a) for each type of housing unit, the number of housing units required to meet current housing needs;
- (b) for each type of housing unit, the number of housing units required to meet anticipated housing needs for the next 5 years;
- (c) any other prescribed information;

"local government" includes a local trust committee as defined in section 1 of the *Islands Trust Act*;

"publish" means publish on an internet site that is

- (a) maintained by the local government or authorized by the local government to be used for this purpose, and
- (b) publicly and freely accessible.

(2) Section 585.31 (3) (a) [*when and how housing needs report must be received*], added to the *Local Government Act* by this Act, does not apply to a local government if one of the following applies:

- (a) on or after January 2, 2018 and before the date this section comes into force, the local government
 - (i) receives, by resolution, or adopts, by bylaw, at a meeting that is open to the public, an interim housing needs report, and
 - (ii) publishes the interim housing needs report;
- (b) the local government
 - (i) substantially starts an interim housing needs report before the date this section comes into force,
 - (ii) receives, by resolution, or adopts, by bylaw, at a meeting that is open to the public, the interim housing needs report no later than one year after the date this section comes into force, and
 - (ii) publishes the interim housing needs report no later than one year after the date this section comes into force;

- (c) within one year after this section comes into force, the local government
- (i) submits an interim housing needs report to the minister,
 - (ii) applies in writing to the minister for a determination whether the interim housing needs report is an accepted report, and
 - (iii) the minister notifies the local government that the minister considers that the interim housing needs report is an acceptable report.

(3) For purposes of section 585.31 (3) (a), added to the *Local Government Act* by this Act, an interim housing needs report of a local government in relation to which

- (a) the local government has taken the actions described in subsection (2) (a) or (b) of this section, or
- (b) the minister has provided notification under subsection (2) (c) of this section

is the first housing needs report.

(4) For the purposes of subsection (2) (b) of this section, the Lieutenant Governor in Council may prescribe criteria that a local government has to meet to establish that it has substantially started an interim report.

(5) The Lieutenant Governor in Council may make regulations for any matter for which regulations are contemplated by this section.

Commencement

14 The provisions of this Act referred to in column 1 of the following table come into force as set out in column 2 of the table:

Item	Column 1 Provisions of Act	Column 2 Commencement
1	Anything not elsewhere covered by this table	The date of Royal Assent
2	Sections 1 to 5	By regulation of the Lieutenant Governor in Council
3	Section 8	By regulation of the Lieutenant Governor in Council
4	Sections 12 and 13	By regulation of the Lieutenant Governor in Council

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Guide to Requirements for Housing Needs Reports

Effective April 16, 2019 provincial requirements require all local governments to complete housing needs reports for their communities by April 2022 and every five years thereafter.

Together, the housing needs reports legislation and regulations specify requirements for:

- **Information Collection** - As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 distinct kinds of data.
- **Report Content** - All housing needs reports are required to contain certain content, based on analysis of the information collected, and a standardized summary form.

This guide is an overview of the requirements in each of these areas.¹

The requirements related to housing needs reports are detailed in legislation and associated regulations:

- The *Local Government Act* (mainly Part 14) and Housing Needs Reports Regulation.
- *Vancouver Charter*, Section 27 and Vancouver Housing Needs Reports Regulation.

Links to the legislation and regulations, as well as implementation supports for local governments to meet the requirements, are available at:

<https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/policy-and-planning-tools-for-housing/housing-needs-reports>

Local governments who are already working on, or who have recently completed a housing needs report (before April 2019), may be considered to have met the legislated requirement for their first report. Please contact ministry staff about whether these transitional provisions could apply to your local government.

Ministry of Municipal Affairs and Housing
Planning and Land Use Management Branch
Telephone: 250-387-3394
Email: PLUM@gov.bc.ca

¹ Note: In the event of discrepancy with this document, the meaning of the legislation and regulations prevails.

Required Information (Data Collection)

As a basis for determining current and projected housing needs, local governments are required to collect approximately 50 kinds of data about:

- current and projected population;
- household income;
- significant economic sectors; and
- currently available and anticipated housing units.

In the case of a regional district, this information is required for each electoral area to which the report applies (except for electoral areas with a population of less than 100). In the case of the Islands Trust, the information is required for each local trust area.

Most of the data that local governments are required to collect is provided at: <https://catalogue.data.gov.bc.ca/group/housing-needs-reports>

The tables below detail each of the required kinds of data, its source and the time frame for which it is required.

Understanding trends is an important part of data analysis. Consequently, local governments are required to collect information on previous as well as current years.

- For data that is available from Statistics Canada, the period for which data will be required will be the previous three Census reports. For other information, the required period will be comparable. Local governments may choose to look further back if information is available.
- Information projections will be required to look at least five years forward.

Population <i>Time Frame: previous 3 Census reports, except marked *</i>	Source of Data	Housing Needs Report Regulation
Total population	Statistics Canada Census	Section 3 (1) (a) (i)
Population growth [# and %]	Statistics Canada Census	Section 3 (1) (b)
Age - Average and median age	Statistics Canada Census	Section 3 (1) (a) (ii), (iii)
Age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	Statistics Canada Census	Section 3 (1) (a) (iv)
Mobility – number of non-movers, non-migrants, migrants	Statistics Canada Census	Section 3 (1) (a) (x)
Number of individuals experiencing homelessness* (if available)	Homeless Counts	Section 3 (1) (d)
Number of students enrolled in post-secondary institutions* (if applicable)	AEST	Section 3 (1) (c)

Households <i>Time Frame: previous 3 Census reports</i>	Source of Data	Housing Needs Report Regulation
Total number of households	Statistics Canada Census	Section 3 (1) (v)
Average household size	Statistics Canada Census	Section 3 (1) (vi)
Breakdown of households by size (1, 2, 3, 4, 5+ people) [# and %]	Statistics Canada Census	Section 3 (1) (vii)
Renter and owner households [# and %]	Statistics Canada Census	Section 3 (1) (viii)
Renter households in subsidized housing [# and %]	Statistics Canada Census	Section 3 (1) (ix)

Anticipated Population <i>Time Frame: next 5 years</i>	Source of Data	Housing Needs Report Regulation
Anticipated population	BC Stats	Section 3 (2) (a)
Anticipated population growth [# and %]	BC Stats	Section 3 (2) (b)
Anticipated age - Average and median age	BC Stats	Section 3 (2) (c), (d)
Anticipated age - Age group distribution (0-14, 15-19, 20-24, 25-64, 65-84, 85+) [# and %]	BC Stats	Section 3 (2) (e)

Anticipated Households <i>Time Frame: for next 5 years</i>	Source of Data	Housing Needs Report Regulation
Anticipated number of households	BC Stats	Section 3 (2) (f)
Anticipated average household size (# of people)	BC Stats	Section 3 (2) (g)

Household Income <i>Time Frame: previous 3 Census reports</i>	Source of Data	Housing Needs Report Regulation
Average and median household income (if available)	Statistics Canada Census	Section 4 (a), (b)
Households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (c)
Renter household income – Average and median (if available)	Statistics Canada Census	Section 4 (f)
Renter households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (d)
Owner household Income – Average and median (if available)	Statistics Canada Census	Section 4 (g)
Owner households in specified income brackets (# and %) (if available)	Statistics Canada Census	Section 4 (e)

Economic Sectors & Labour Force <i>Time Frame: previous 3 Census reports. Except for *</i>	Source of Data	Housing Needs Report Regulation
Total number of workers	Statistics Canada Census	Section 5 (a)
Number of workers by industry (North American Industry Classification System – NAICS)	Statistics Canada Census	Section 5 (b)
Unemployment rate and participation rate	Statistics Canada Census	Section 7 (b), (c)
Commuting destination* (within census subdivision; to different census subdivision; to different census division; to another Province/Territory)	Statistics Canada Census	Section 7 (d), (e), (f), (g)

Housing Units – Currently occupied/available	Source of Data	Housing Needs Report Regulation
Total number of housing units	Statistics Canada Census	Section 6 (1) (a)
Breakdown by structural type of units [# and %]	Statistics Canada Census	Section 6 (1) (b)
Breakdown by size – # of units with 0 bedrooms (bachelor); 1 bedroom; 2 bedrooms; 3+ bedrooms	Statistics Canada Census	Section 6 (1) (c)
Breakdown by date built (pre-1960; 1961-80; 1981-90; 1991-00; 2001-10; 2011-16; 2017) [# and %]	Statistics Canada Census	Section 6 (1) (d)
Number of housing units that are subsidized housing	BC Housing/ BCNPHA ²	Section 6 (1) (e)
Rental vacancy rate – overall and for each type of unit (if available)	CMHC	Section 6 (1) (i), (j)
Number of primary and secondary rental units (if available)	CMHC, Various	Section 6 (1) (k) (i), (ii)
Number of short-term rental units (if available)	Various	Section 6 (1) (k) (iii)
Number of units in cooperative housing (if applicable)	Coop Housing Federation of BC	Section 6 (1) (l)
Number of Post-secondary housing (number of beds) (if applicable)	AEST	Section 6 (1) (o)
Shelter beds and housing units for people experiencing or at risk of homelessness (if applicable)	BC Housing	Section 6 (1) (p)

² BCNPHA: BC Non-profit Housing Association

Housing Units – Change in housing stocks (past 10 years)	Source of Data	Housing Needs Report Regulation
Demolished - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (m) (i), (ii), (iii), (iv)
Substantially completed - overall and breakdown for each structural type and by tenure (if available)	Local government	Section 6 (1) (n) (i), (ii), (iii), (iv)
Registered new homes - overall and breakdown for each structural type and for purpose-built rental	BC Housing	Section 6 (3) (a), (b), (c)

Housing Values <i>Time Frame: 2005 onward for first report; past 10 years for subsequent reports</i>	Source of Data	Housing Needs Report Regulation
Assessed values - Average and median for all units	BC Assessment	Section 6 (1) (f) (i)
Assessed values - Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (f) (ii)
Assessed values - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (f) (iii)
Sale Prices – Average and median for all units and for each structural type	BC Assessment	Section 6 (1) (g) (i)
Sale Prices – Average and median by structural type (e.g. single detached, apartment, etc.)	BC Assessment	Section 6 (1) (g) (ii)
Sale Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	BC Assessment	Section 6 (1) (g) (iii)
Rental Prices – Average and median for all units and for unit size (# of bedrooms) (if available)	CMHC	Section 6 (1) (h) (i)
Rental Prices - Average and median by unit size (0, 1, 2, 3+ bedrooms)	CMHC	Section 6 (1) (h) (ii)

Households in Core Housing Needs <i>Time Frame: previous 3 Census reports</i>	Source of Data	Housing Needs Report Regulation
Affordability – households spending 30%+ of income on shelter costs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (i)
Affordability – households spending 30%+ of income on shelter costs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (ii)
Adequacy – households in dwellings requiring major repairs (overall # and % of households)	Statistics Canada Census	Section 7 (a) (iii)
Adequacy – households in dwellings requiring major repairs (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (iv)
Suitability – households in overcrowded dwellings (overall # and % of households)	Statistics Canada Census	Section 7 (a) (v)
Suitability – households in overcrowded dwellings (# and % of renter and owner households)	Statistics Canada Census	Section 7 (a) (vi)

Required Content for Housing Needs Reports

All housing needs reports are required to contain the following content, based on analysis of the information collected. In the case of a regional district, this content is required for every electoral area to which the report applies. In the case of the Islands Trust, the content is required for each local trust area to which the report applies.

- The number of housing units required to meet current housing and anticipated housing needs for at least the next five years, by housing type.
- Statements about key areas of local need.
- The number and percentage of households in core housing need and extreme core housing need.
- A standardized summary form.

Note that a regional district *does not need* to include the following content for electoral areas with a population of less than 100.

Housing units required – Current and Anticipated (in 5 years)	Legislation
Number of units needed by “type” (unit size): 0 bedrooms (bachelor); 1 bedrooms; 2 bedrooms; and 3+ bedrooms	LGA: 585.3 (c) (i), (ii); VC: 574.3 (c) (i), (ii)

Households in core housing need <i>Time frame: previous 3 Census reports</i>	Housing Needs Reports Regulation
Core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (i), (ii)
Extreme core housing need, overall and breakdown by tenure [# and %]	Section 8 (1) (a) (iii), (iv)

Statements about key areas of local need	Housing Needs Reports Regulation
<ul style="list-style-type: none"> • Affordable housing • Rental housing • Special needs housing • Housing for seniors • Housing for families • Shelters for individuals experiencing homelessness and housing for individuals at risk of homelessness 	Section 8 (1) (b) (i), (ii), (iii), (iv), (v), (vi)

Summary Form	Housing Needs Reports Regulation
<ul style="list-style-type: none"> • Key contextual information (e.g. location, population, median age, unemployment rate, etc.) • Summary of all the required content (tables above) • Summary of housing policies in OCPs and RGSs (if available) • Summary of community consultation, and consultation with First Nations, other local governments and agencies. • Other key housing issues or needs not identified in the required content. 	Section 8 (1) (c)

For more information, please contact ministry staff:

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