

Mayor's Housing Affordability Task Force

Terms of Reference

Mandate:

The primary goal of the Housing Affordability Task Force is to enhance community and increase livability by working with key partners to develop housing projects in New Westminster and advancing the City's affordable housing strategy. The Task Force will provide recommendations to Mayor and Council for actions that may be taken by the City and others to create non-profit housing for low and moderate income households, affordable rental housing and affordable homeownership. The recommendations will be included in an action plan that includes priority short term actions and longer term objective as well as an implementation plan with measurable results and monitoring program.

Scope of Work

The scope of the Task Force's work will include:

- Examining the current and projected need for affordable housing to address the needs of the residents of New Westminster.
- Examining the conditions that exist in New Westminster that need to be addressed in order to create new affordable housing and to protect the existing affordable housing stock.
- Reviewing all City-owned lands and affordable housing reserve fund and other potential financial resources to identify opportunities for new affordable housing.
- Identifying and pursuing a specific affordable housing project.
- Consulting with potential clients and agencies serving those clients.
- Identifying and engaging potential private, non-profit and governmental partners to assist in the development of affordable housing.
- Reviewing and updating the actions identified in the Affordable Housing Strategy (2010).
- Identifying opportunities for affordable housing through the review of development proposals, land use plans, and opportunities for innovation.
- Engaging the owners and operators of existing affordable housing developments for opportunities for renewal or redevelopment.

- Researching new models of affordable housing such as shared ownership, collaborative housing and new forms of housing such as suites in duplexes and townhouses and other forms of medium density housing that can be considered in the development of the OCP and potential amendments to the Zoning Bylaw.
- Examining City, provincial and federal regulatory impediments to housing affordability.
- Inviting public, stakeholder and industry input into meeting the affordable housing challenge.

Task Force Members:

The following individuals will form the Task Force: Two Council Members

- The Mayor as the Chair and two members of City Council
- Representative from BC Housing
- Representative from Metro Vancouver Housing Corporation
- Director of Development Services
- Senior Social Planner

Other representatives may be added as needed. Individuals with expertise in the areas of finance, real estate, development, non-profit housing operation and building issues may be included as required to achieve the objectives of the task force. Other City staff resources will also be included as required.

Staff Support

The Director of Development Services is the primary contact for staff support for the Task Force, with assistance from the Senior Social Planner. The City's Planning Analyst and Manager of Building and Plumbing Inspections will also provide resources as needed. Other City staff resources will be made available. Consulting services will be made available if required.

Timeline

The Task Force will provide an interim report to Mayor and Council by April 30, 2015 that will include an action plan that will specifically identify priority short term actions as well as longer term objectives. A final report will be completed by the end of the third quarter in 2015.

Meeting Schedule

The Task Force will generally meet once a month. Additional meetings may be considered as needed.

Budget

A budget will be prepared and submitted to Council for the Mayor's Affordable Housing Task Force. The budget will be funded from the Affordable Housing Reserve Fund. Potential initiatives identified by the Task Force will be brought forward for Council's consideration along with anticipated budget implications.

Adopted

Date: January 19, 2015