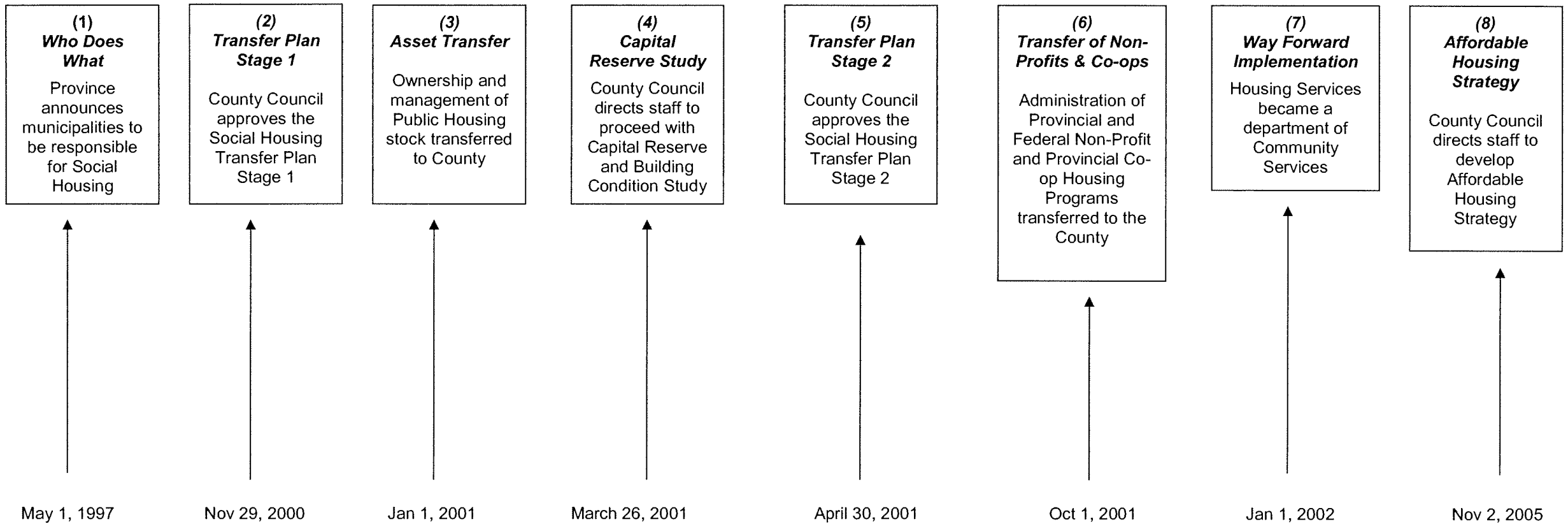


**COMMUNITY SERVICES DIVISION
HOUSING SERVICES DEPARTMENT**

HISTORICAL IMPACTS/REPORTS TIMELINE



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HISTORICAL IMPACTS/REPORTS TIMELINE

1. Who Does What

- In May 1997 the Provincial Government announced that municipalities would have full responsibility for funding social housing programs as of January 1, 1998.
- On December 14, 2000, the Social Housing Reform Act (SHRA) was passed, giving municipalities ownership, management and administration of public housing stock, the administration of Non-Profit and Co-op Housing programs and the administration of rent supplement programs. The County of Lambton was designated as the Consolidated Municipal Service Manager under the SHRA.
- In order to plan for the assumption of these downloaded services, the County hires a transition coordinator.

2. Transfer Plan – Stage 1

- On November 29, 2000 County Council approved the following motion:
“That the Social Services Director be authorized to execute the social housing transfer plan, stage 1, and negotiate with the appropriate partners as deemed necessary throughout the transfer of ownership and administration of the social housing programs to the County of Lambton.”
- Implementation of the above motion resulted in the following:
 - i) The Sarnia & Lambton Housing Authority was dissolved and all of its housing stock, staff, leases and contracts were transferred to the County
 - ii) A new Housing Division was established within the Social Services Department, headed by a Housing Manager and containing a total of 17 ftes

3. Asset Transfer

- The ownership and management of all public housing stock in Lambton was transferred to the County on January 1, 2001. Included in the transfer were the commercial rent supplement units and the homelessness rent supplement program.
- Total Units Transferred:

Public Housing Units	771
Rent Supplement Units	171

(See Appendix A for a complete list)
- County Levy at time of Transfer: \$2.9 million
- # fte at time of transfer: 17

4. Capital Reserve Study

- Council directed staff to proceed with a Capital Reserve and Building Condition study in order to ascertain the physical condition of the social housing stock for which the County is now responsible.
- The study was to ascertain the following:
 - i) The physical condition of the buildings
 - ii) The timing and potential costs of all major repairs
 - iii) The adequacy of reserve funds maintained by the non-owned, not for profit and co-op housing units
- The study was completed in 2002 and is used to determine the capital projects required on an annual basis to maintain the housing stock and also to ensure that the not for profits and co-ops have sufficient reserves to maintain their units.

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5. Transfer Plan – Stage 2

- On April 30, 2001 County Council approved Stage 2 of the transfer plan which dealt with the administration of the Provincial and Federal Not for Profit and Co-op Housing programs.
- The County provides three subsidies to provincial non-profit providers:
 - i) Mortgage Subsidy – this subsidy is meant to bridge the gap between the providers' actual costs and the market rents for all units. The calculation is determined by the using the benchmark costs and revenues for each project as set by the province.
 - ii) Rent-Geared-to-Income (RGI) Subsidy – this subsidy is based on a calculation using the indexed market rent less the RGI rental income. Providers are paid the difference between the two on a monthly basis.
 - iii) Municipal Tax Subsidy – this is funding for 100% of the Municipal Taxes.
- The County provides a Mortgage Subsidy to federal non-profit providers. This Mortgage Subsidy is the difference between the current mortgage rate and 2%. The federal non-profit providers fund their own RGI subsidies.
- This stage of the transfer plan also dealt with the development of a Common Waiting List. Use of the Common Waiting List is mandatory for owned units, all provincial non-profit units, commercial rent supplement units and rent supplement units in Federal Non-Profit buildings. The intent of the common waiting list is to simplify the process for applicants and to ensure fairness in the awarding of RGI assisted housing units.

6. Transfer of Non-Profits & Co-ops

- In October 2001, the province transferred responsibility for all of the Provincial and Federal Not-for-Profits and Provincial Co-op Housing Programs to the County.

- In order to administer these programs, one new staff was added, however the transition coordinator' position was eliminated resulting in a fte count of 17.

7. The Way Forward Implementation

- As a result of the Way Forward report, Housing Services was transferred from the Social Services Department to the Community Services Division.
- A review of the organizational structure of the department resulted in the Technical Services Manager being moved to Facilities Services Department (Infrastructure and Development Services Division) and a part time clerical position was added resulting in a fte count of 16.4.

8. Affordable Housing Strategy

- The recently completed Affordable Housing Strategy report will be used as the basis for the development of affordable housing in Lambton.
- The report highlights a number of areas where affordable housing is required and a number of housing needs in the County that require addressing.
- The recently announced federal and provincial housing funds will allow work to begin on some of these needs but municipal contributions will also be required.
- Requests for Expressions of Interest will shortly be issued to the public, private and not-for-profit sectors in order to solicit new and innovative ways to provide affordable housing within the County.

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BENCHMARKING COMPARISONS

External

The Social Housing Service Corporation (SHSC) has developed two performance indicator systems that can be used to compare key data amongst housing providers province wide. They are intended as a tool for continuous improvement for housing providers and service managers. The systems were piloted and tested during 2004 and all service managers are now being encouraged to input data.

The Service Managers' System uses the following indicators:

- i) Administration Costs as a Percentage of Total Costs
- ii) Total Units vs Subsidy Costs
- iii) Total Costs of Coordinated Access per Household on the Wait List
- iv) Average RGI Tenant Revenue per Unit
- v) Administration Costs per Unit – total administrative costs/total number of units

The Housing Providers' System uses the following indicators:

- i) Manageable Costs per Unit
- ii) Maintenance and Administration Costs per Unit
- iii) Arrears (%)
- iv) Bad Debt Rate
- v) Other Revenue per Unit
- vi) Operating Surplus or Deficit per Unit
- vii) Total Capital Reserves per Unit
- viii) Annual Capital Contributions per Unit

The information provided through the SHSC systems will be extremely useful in benchmarking the performance of our housing services but it has not been in use by the Housing Providers long enough to provide any useful data. Some issues still need to be worked out, such as which costs are included in which areas and how certain overhead costs are allocated.

Internal

The Housing Services Department tracks certain indicators on an annual basis for year to year comparison purposes. Data tracked and reported on an annual basis includes:

- i) # of Individuals on the Waiting List by Unit Type
- ii) \$ Arrears
- iii) Turn Over Rate
- iv) Vacancy Loss

The Housing Services Department also compiles data for the owned and non-profit units and units under the Rent Supplement programs for completion of the Annual Information Return which is submitted to Ministry of Municipal Affairs and Housing as required under the Social Housing Reform Act. Data required for the 2005 return included:

- i) # of RGI Households
- ii) # of RGI High Need Households
- iii) # of Market Rent Households
- iv) Average income of RGI Households
- v) # of Special Need Units
- vi) Rental Revenue
- vii) Social Housing Expenditures

Public Housing – Lambton County

Address	Municipality	Year Built	Building Type	Bachelor	1 Br.	2 Br.	3 Br.	4 Br.	Total Units
Kathleen Ave. Walnut St.	Sarnia	1961	Row			10	76	14	100
700 Cathcart St.	Sarnia	1976	Apt.		37 4a				41
Kathleen Ave.	Sarnia	1961			20				20
230 Capel St.	Sarnia	1974	Apt.		90	1			91
125 Euphemia St.	Sarnia	1792	Apt.		60	1			61
Kathleen Ave.	Sarnia	1968				6	8	10	24
914 Confederation	Sarnia	1970				25	15	16	56
Roger St.	Sarnia	1973				20	28	6	54
150 Queen St.	Sarnia	1970	Apt.		60				60
124 Queen St.	Sarnia	1968	Apt.	16	20 12-a				48
Cardiff Acres	Sarnia	1976					19	6	25
11 Fort St.	Pt. Edward	1971	Apt.		10				10
540 River St.	Alvinston	1977	Apt.		16 1-a				16
203 Fane St.	Corunna	72/75	Apt.		28				28
57 Union St.	Forest	1975	Apt.		15				15
412 King St.	Petrolia	1972	Apt.		24				24
436 Greenfield St.	Petrolia	1979	Apt.		20 1-a				20
3548 St. Clair Pkwy	Sombra	1976	Apt.		24				24
Royal St.	Thedford	1975	Apt.		10				10
475 Ontario St.	Watford	1978	Apt.		28 2-a				28
587 Ontario St.	Wyoming	1978	Apt.		16				16
Total Units				16	494 22-a	63	146	52	771

'a' indicates a unit modified for wheelchair accessibility