



## ADMINISTRATIVE REPORT

Report Date: March 13, 2009  
Contact: Ethel Whitty  
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Meeting Date: April 7, 2009

TO: Vancouver City Council

FROM: Director, Carnegie Community Centre in consultation with the Director of Legal Services

SUBJECT: Lease Agreement for Offices for the Homeless Outreach Program at 215-217 Dunlevy Street

### RECOMMENDATIONS

- A. THAT, subject to Recommendations B and C, Council approve the lease of approximately 2,336 square feet of ground floor office space situated at 215-217 Dunlevy Street, with the Provincial Rental Housing Corporation (PRHC), an affiliate of British Columbia Housing Management Commission (BC Housing), for a gross cost of \$2,100/month (plus GST) on terms and conditions as generally outlined in this report, with source of funding to be \$525/month (plus GST) from the existing budget for the Homeless Outreach Program and \$1,575/month (plus GST) from BC Housing.
- B. THAT the Director of Legal Services be authorized to execute and deliver on behalf of the City all legal documents required to implement Recommendation A, and THAT all such legal documents be on terms and conditions satisfactory to the Director, Carnegie Community Centre and the Director of Legal Services.
- C. THAT no legal rights or obligations will be created or arise by Council's adoption of Recommendations A and B above unless and until such legal documents are executed and delivered by the Director of Legal Services.

### GENERAL MANAGER'S COMMENTS

The General Manager of Community Services RECOMMENDS approval of the foregoing.

### COUNCIL POLICY

- Leases of space by the City as a tenant require approval by Council:

1. of a budget and an approximate lease area; and
  2. where a City standard form of lease is not used.
- Council approval is required before the Director of Legal Services can execute legal documents on behalf of the City which contain indemnities, unless Council has specifically delegated the authority to the Director of Legal Services.

## SUMMARY

Carnegie Centre requires larger premises from which to operate the Carnegie Outreach Program. A suitable space is available at 215-217 Dunlevy Street, which is owned by PRHC. A term lease, in PRHC's own standard form, to December 1, 2009, extendable on a monthly basis, has been offered at a cost of \$2,100 (plus GST) monthly for an area of approximately 2,336 square feet.

## PURPOSE

The Carnegie Outreach Program has been operating from a small space rented on a month-to-month basis. The Carnegie Outreach Program has entered into partnerships with BC Housing and the Ministry of Housing and Social Development (MHSD) to provide for the Homeless Outreach Project (HOP). This project seeks to fast-track homeless individuals onto welfare and into housing and assist those who have received service to stabilize income and remain housed. Larger premises are required to provide an adequate operational base for the program.

## BACKGROUND

Carnegie Community Centre is a city-owned and operated facility with an annual membership of approximately 5,000. The Centre serves as a community centre for the people of the Downtown Eastside and provides socio-cultural-recreational programs and a variety of services and facilities including food services, a learning centre, seniors centre, library, gym, volunteer program, etc. It also operates a year-round program at Oppenheimer Park and the Carnegie Outreach Program.

## DISCUSSION

The Carnegie Outreach Program is a street level outreach program which has been funded by the City since November 2001. On April 1, 2008, Council approved the following motions:

- THAT Council approve the following as recommended in the Administrative Report Carnegie Centre-Cashier Positions and Outreach Program dated November 14, 2007, at a cost of \$277,600 as an increase to the 2008 operating budget, increasing the 2008 property taxes by 0.05%;
- THAT Council approve the extension of the Carnegie Centre Outreach Program for three years to December 2010 at an annual cost of \$277,600 in 2008, \$285,300 in 2009, and \$294,500 in 2010 (includes wage settlement and inflation);

- AND FURTHER THAT the Carnegie Centre be instructed to report back in 2010.

In November 2005, Carnegie partnered with BC Housing, MHSD (then MEIA) and the City's Housing Centre to provide the Homeless Outreach Project (HOP). This project proved successful in assisting homeless individuals to secure and maintain housing and income assistance and the model has been implemented throughout the City and province.

BC Housing and MHSD have recently funded further enhancements to the HOP to provide intensive follow up support to those clients having particular difficulty in maintaining housing, employment or stable income, and/or in integrating with the community. BC Housing is currently providing \$180,000 per annum in funding for the HOP and enhancements, confirmed to March 31, 2011, with the contract being extendable on an ongoing basis by mutual agreement of both parties. The HOP has expanded the staffing levels of the Carnegie Outreach Team and increased the requirement for office space. Current facilities are inadequate and result in inefficiency and sub-standard conditions for workers.

PHRC has requested that its standard form lease be entered into by the City. This document has been reviewed by the City's Legal Services Department, who have requested a number of amendments, which PRHC has agreed to include. However, PRHC has not agreed to delete the requirement that the City indemnify them in respect of any loss, damage or cost arising from the lease, or in or on the leased premises, arising from the act, omission, negligence or misconduct of the City, including those invited into the premises by the City. Nevertheless, staff confirm that this type of indemnity is typical in such lease arrangements, and recommend that it be accepted under the circumstances and bearing in mind that the City is insured (or self-insured) in respect of such risks and costs.

## FINANCIAL IMPLICATIONS

The cost of leasing the premises at 215-217 Dunlevy Street is \$2,100/month plus GST (\$25,200/year plus GST). The source of funding is \$525/month (plus GST) from existing City of Vancouver program funding within the Community Services Group 2009 operating budget, and \$1,575/month (plus GST) from existing BC Housing funding. As such, no additional funding is requested.

## CONCLUSION

The Carnegie Centre provides a continuum of services that enable the DTES population to address their basic needs, increase their individual skill levels and build the capacity of their community to be inclusive. Carnegie Outreach workers provide critical street level services to the most marginalized members of the community. The Homeless Outreach Project, a partnership with BC Housing, the Ministry of Housing and Social Development, the City of Vancouver and the Carnegie Centre, has proved successful in assisting homeless individuals in securing and maintaining appropriate housing, income, and service programs. The leased premises at 215-217 Dunlevy Street are needed to provide an acceptable operational base for the Carnegie Outreach Program and Homeless Outreach Project.

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