

TO: MAYOR & COUNCIL
FROM: GENERAL MANAGER CORPORATE SERVICES
SUBJECT: **CIVIC INNOVATION LAB INITIATIVES UPDATE**
PURPOSE: To provide Council with an update on Civic Innovation Lab initiatives.

RECOMMENDATION

THAT the report titled 'Civic Innovation Lab Initiatives Update' dated August 28, 2023, be received for information.

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS

I concur with the recommendation of the General Manager Corporate Services.

1.0 POLICY SECTION

The City of Burnaby's ongoing support of, and involvement with, the Civic Innovation Lab is pursuant to:

- The executed partnership agreement between the City of Burnaby, Simon Fraser University, and the Civic Innovation Lab Society;
- The Burnaby Strategic Plan and the Core Value of Innovation, "We seek out creative approaches to improve our services"; and
- The City's operational goal of enhancing collaborative partnerships with educational institutions.

2.0 BACKGROUND

At its meeting of March 7, 2022, Council approved the formation of a jointly controlled, non-profit Society with Simon Fraser University (SFU), the Civic Innovation Lab Society (CIL). The CIL was officially incorporated under the *B.C. Societies Act* on 2022 May 16. The CIL's mandate is to research and develop innovative solutions to civic issues and challenges, in addition to providing educational advancement through collaborative learning and research opportunities.

The governing board of the CIL operates with equal representation from the City and SFU, as outlined below in Table 1. Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer served on the founding board from incorporation until the Society's inaugural annual general meeting, which was held on June 8, 2023.

Table 1.

Name	Org.	Organizational Position	Board Position
Joanne Curry	SFU	Vice-President, External Relations	Chair
Dugan O’Neil	SFU	Vice-President, External Relations	Secretary
Juli Halliwell	COB	General Manager Corporate Services	Treasurer
Leon Gous	COB	Chief Administrative Officer	Member-At-Large

Each founding organization has seconded a 1.0 FTE equivalent staff person dedicated to support operations. Financial seed funding to the amount of \$175,000 (including the salaries of seconded staff) have been provided by each founder.

To formalize the terms of the partnership between the COB, SFU, and the CIL, a partnership agreement that outlines each of the organization’s contributions to the CIL has been established for a five-year term, with an option to renew. It is also a founding intention of the CIL that the Society will seek, either alone or in partnership with other organizations and institutions, external funding opportunities as they emerge, and as connected with identified projects.

Council received a previous update on CIL initiatives at its December 8, 2022, meeting. At this meeting, Councillor Tetrault was appointed as Council liaison to the Civic Innovation Lab.

3.0 GENERAL INFORMATION

The Civic Innovation Lab operates within a Board-approved set of guiding principles and research priority areas, as outlined below in Tables 2 and 3.

Table 2.

Guiding Principles
Advance community-engaged research and learning within Board identified priority areas.
Foster innovation in the research topic, approach, and/or application.
Implement the strategic plans and priorities of the founding partners.
Enhance community economic, social, and environmental well-being.

Table 3.

Research Priority Areas
Climate Action: Greenhouse Gas Emission Reduction, Adaption, and Mitigation
Mobility: Accelerating the Shift to Sustainable Transportation Options
Smart Data Collection: Harnessing Data Collection Methods and Feedback Loops
Equity and Intersectionality: Advancing Social Justice and Inclusion
Truth and Reconciliation: Furthering the ongoing process of Truth, Reconciliation and Decolonization.

Within this framework, CIL staff engage with SFU researchers and staff, City staff, local non-profit organizations and community members to identify and undertake projects that benefit the well-being of Burnaby residents.

CIL is currently supporting 16 projects spanning 9 SFU and 7 City departments, with 14 researchers and approximately 78 students engaged. A number of projects also engage directly with Burnaby community members.

A summary of select projects is provided in Attachment 1 to this report – Overview of Key Civic Innovation Lab Projects. Additional information is also available in Attachment 2 to this report - Civic Innovation Lab 2022-2023 Annual Report. Further updates on CIL initiatives will be brought forward to Council as needed on a project-specific basis and following the publication of each annual report.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

A number of current Civic Innovation Lab projects engage directly with Burnaby community members or will do so at a later stage in the project. The level and type of this engagement varies with each project, but generally takes the shape of targeted surveys (consult), public events (inform/involve), and co-knowledge generation activities (collaborate/empower). An example of the latter engagement are local pedestrian environment accessibility audits with involvement from both researchers and community members with disabilities, via the Mobility Access and Participation Project (MAP). Further details on this project are available in Attachment 1 to this report – Overview of Key Civic Innovation Lab Projects.

5.0 FINANCIAL CONSIDERATIONS

The City's 2024 financial contributions to the Civic Innovation Lab will be submitted as part of the regular, 2024 annual budgeting process for Council's consideration.

Respectfully submitted,

Rebekah Mahaffey, Executive Director Civic Innovation Lab Society
For
Juli Halliwell, General Manager Corporate Services

ATTACHMENTS

Attachment 1 – Overview of Key Civic Innovation Lab Projects
Attachment 2 – Civic Innovation Lab 2022-2023 Annual Report

REPORT CONTRIBUTORS

This report was reviewed by Erika Balabanoff, Policy and Administrative Coordinator Office of the CAO and Nikki Best, Director Legislative Services.