



CITY OF HAMILTON
City Manager's Office
Office of the City Manager

TO:	Mayor and Members of Council General Issues Committee
COMMITTEE DATE:	May 1, 2019
SUBJECT/REPORT NO:	CityLAB Annual Report and Request for Extension (CM19003) (City Wide) (Outstanding Business List Item)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Patrick Byrne (905) 977-1897
SUBMITTED BY:	Andrea McKinney Chief Digital Officer City Manager's Office
SIGNATURE:	

RECOMMENDATION

That the CityLAB Hamilton pilot program be extended until May 31, 2022, and that the City's financial contribution be funded through the Tax Stabilization Reserve (110046)

EXECUTIVE SUMMARY

As part of the approval of the CityLAB Hamilton Feasibility Review (Report CM16016 – November 16, 2016), staff were directed to provide an annual update to the General Issues Committee respecting the success of CityLAB Hamilton for the duration of the pilot.

The purpose of this report is to provide Council with an update on the progress of CityLAB by providing an overall status of the actions, highlights of key achievements, and next steps.

CityLAB is also seeking an extension of the pilot to May 31, 2022. This extension would enable a comprehensive evaluation that can enable a determination of long-term viability. The CityLAB program launched in the fall of 2017 and the agreement currently expires in December of 2019.

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Principles of Co-operation and Alignment to Strategic Plan

CityLAB is an innovation hub that brings together student, academic, and civic leaders to co-create a better Hamilton for all. This partnership between McMaster University, Mohawk College, Redeemer University College, and the City of Hamilton matches students and faculty with City staff to develop innovative solutions to city-identified projects that align with the City's Strategic Priorities.

CityLAB Hamilton is contributing towards the Principles of Co-operation: Post-Secondary Education that were agreed upon by the post-secondary schools and the City in 2016, particularly in the areas of:

Working in Collaboration
Community Engagement
Community Building
Retaining Local Talent

CityLAB is moving the City's Strategic Priorities forward through an emphasis on **Community Engagement and Participation** by actively including students and the community in meaningful projects that allow for mutual understanding of City processes and encourage a more open and transparent government, rooted in a spirit of collaboration and partnership.

CityLAB also supports the **Our People and Performance** priority by providing opportunities for City staff to grow their network, collaborate with peers from across the City, and work with top students and faculty members in areas directly related to their work. CityLAB offers staff an excellent opportunity for professional development by contributing to a vibrant culture that fosters innovative thinking.

By providing Hamilton's top students with the opportunity to directly apply their skills and knowledge to improving the city, CityLAB is offering direct support to the City's goal of retaining students and reversing the brain drain. CityLAB is expected to help retain students in Hamilton by engaging them in robust professional networks and by encouraging personal investment and a sense of ownership in the direction of their city.

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FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The request can be accommodated through the Tax Stabilization Reserve with no impact on the Levy.

Operating revenues from all four partners

Source	Current	Requested Extension			TOTAL \$K
	2018-2019	2019 - 2020	2020 - 2021	2021 - 2022 (until May 31)	
City of Hamilton	\$34.30	\$45	\$45	\$19	\$109
McMaster	\$60	\$85	\$85	\$35	\$205
Mohawk	\$25	\$36	\$36	\$15	\$87
Redeemer	\$5	\$10	\$10	\$4	\$24
Total	\$124.30	\$176	\$176	\$73	\$425

- Budget does not include in kind contributions from City or its partners

Our academic partners have agreed to the above schedule of payments, pending approval from the City of Hamilton.

Staffing: This extension would require an extension of the CityLAB Project Manager position for the remainder of the term.

Legal: Minimal updates to the existing agreement

HISTORICAL BACKGROUND

November 2016 – City Council officially endorses CityLAB Hamilton

January 2017 – CityLAB pilot officially begins and Steering Committee formed

May 2017 – Project Manager hired

September 2017 – First official round of CityLAB projects are launched

December 2017 – Lights On @ CityLAB event officially opens our space

January 2018 – New projects are launched for Winter semester

March 2018 – Update presentation to City Council

April 2018 – Project Showcase highlights innovative projects

April and June 2018 – Matchmaker events spur new collaborations and launch new partnerships

September 2018 – CityLAB Semester in Residence program launches and new projects begin at McMaster, Mohawk, and Redeemer

Overall Status of CityLAB

CityLAB has had an enthusiastic response from students, faculty members, and City staff. Throughout 2018, we have matched a number of projects successfully that represent shared interests and alignments between staff, faculty, and student expertise, we have conducted extensive consultation with faculty members and administration at Hamilton's three post-secondary institutions, and we have begun to formalize our process for accepting challenges from City staff members. CityLAB continues to break down institutional barriers as we form communities of experts across and within institutions in order to better achieve Hamilton's Strategic Priorities.

Website

CityLAB continues to develop our website, www.citylabhamilton.com which showcases the projects underway, provides a form for staff to submit their challenges, and gives background and contact information. We have seen significant growth in our traffic this year and expect this trend to continue as we further develop our program.

Period	Unique visitors	Page views	Visits
Oct. 1 – Dec. 31, 2017	284	1019	259
2018	5480	15.7 k	5628

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Projects

In Fall 2018, we matched already-existing courses at McMaster, Mohawk, and Redeemer with staff members across City departments to create 13 projects:

Reducing Undergraduate Food Waste
Dismantling Barriers to Diverse Leadership in Hamilton: Increasing Indigenous Inclusion within the Environmental Sector
Accessible Entrepreneurship Solutions for Strategic Partnerships & Communications
What's in Our Water?
Hamilton Heritage Hunt
School Site Design Study
Mischief in the Harbour
Belonging, Well-Being, Engagement and Expression in EarlyON Child and Family Centres
Enhancing Public Safety
Mohawk College Community Project in Partnership with CityHousing Hamilton, Part 2
Multimodal Level of Service (MMLOS) Assessment of Pier 7/8
Design of Rainwater Harvesting System for McQuesten Urban Farm
Waste Diversion in Multi-residential Buildings in Hamilton

Semester at CityLAB 2018 – “Climate Change Resilience in the City”

CityLAB launched the first cohort of the Semester in Residence program in Fall 2018. This 15-unit university level course, offered through McMaster and Redeemer, attracted 60 applicants in its initial offering. The course successfully ran with 25 students who delivered four projects related to neighbourhood climate change resilience strategies. Working closely with a small team of staff, and led by Trevor Imhoff, Senior Project Manager, Air Quality and Climate Change, the student groups were able to move forward a series of projects:

Breathe Freely: Vegetation and Air Quality in the John Rebecca Park Development
Empowering Green Living: Promoting Sustainable Living Through Tenant Engagement in CityHousing Hamilton
Fun in the Sun Requires Shade: Mitigating Urban Heat Islands In the Beasley Park Through Urban Greenery
King William Street Opening Study: A Semi-Regular Street Opening Prioritizing the Well-Being of Hamiltonians

To see all of our completed project posters, visit www.citylabhamilton.com/projects

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POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Not applicable

RELEVANT CONSULTATION

- Interim City Manager
- General Manager, Finance and Corporate Services

ANALYSIS AND RATIONALE FOR RECOMMENDATIONS

CityLAB uses a variety of approaches to evaluate effectiveness and understand the value of the program itself. As it has moved into full operations we have continued to explore approaches to best capture the impact and outcomes of the program, projects, and collaborations that we form.

This includes program level metrics that are tracked related to number of projects, as well as student, faculty and staff participation. Given the diversity and range of types of projects, which reflects the challenges put forward across the City Departments, each individual project focuses on its own specific outcomes.

Program metrics to date:

Projects

14 projects completed in 2017-2018

31 projects completed in 2018-2019

=total of 45 projects completed

People directly involved in CityLAB projects

400 + students

49 city staff

38 faculty members

Student and staff hours developing projects

16,000+ student hours

596 staff hours

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Other developments

CityLAB has garnered attention from a wide variety of media as well as from other Canadian cities, universities, and colleges. We continue to develop partnerships and share information with other cities embarking on similar programs.

Next steps

Given the tremendous interest in the program, to continue to ensure success the program is shifting to a longer view of upcoming projects. This will enable broader capacity planning and ensure the City challenges continue to be effectively matched with upcoming program offerings that could be multi-year.

The extension of the program allows CityLAB to continue to evolve and will be supported by a fulsome pilot evaluation.

ALTERNATIVES FOR CONSIDERATION

Not applicable

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Community Engagement and Participation

Our People and Performance

APPENDICES AND SCHEDULES ATTACHED

Mohawk Executive Group Disposition Sheet