

2018 Meeting Note

Advice to Minister

Meeting Date: 20180904

Ref: 110363

Attendees: Minister Sims, CJ Ritchie, A/ Deputy Minister, Associate Deputy Minister and GCIO, Scott Sampson, President & CEO Science World

Issue: Funding Request for Science World

Conclusion / Next Steps (if any):

Science World is requesting funding from the Province for its programming needs (\$6 million over 3 years) and capital needs (\$13 million).

While Citizens' Services would be supportive in principle, the request from Science World does not align with Citizens' Services mandate. Other ministries, such as Ministry of Education have mandates that are more aligned with the nature of the requests.

Background / Facts:

- Science World is a registered, not-for-profit society, whose mission is to engage British Columbians in science and inspire future science and technology leaders through youth outreach across the province.
- In addition to 600,000 visitors annually to its iconic dome downtown Vancouver, Science World reaches over 100,000 students in their regional communities.
- The majority of Science World's annual budget is funded by visitors, but other contributors have included such organizations as TELUS, Goldcorp, EnCana, Westport Innovations, Sierra Wireless, BC Hydro, and the Vancouver Foundation.
- Information gathered from a briefing note prepared by Ministry of Education earlier in 2018 shows that in the past, the BC government has funded Science World, as follows:
 - The Ministry of Education BC Program for the Awareness and Learning of Science (BC PALS) received \$5 million in 2005, to be spent over five years, to provide free science-based educational experiences for Kindergarten-Grade 12 students across BC. Programs were delivered to over 906,000 K-12 students and 227,000 teachers, families and community partners.

- In 2008, the Ministry of Education provided \$300,000 to Big Science for Little Hands (BSLH) 2005 to expand the program and develop eight modules to support the goals outlined in the BC Early Learning Framework. The Ministry of Education also provided \$157,000 to the BC Green Games to support Ministry of Education's Green School Strategy (i.e. Carbon Neutral Gov't) and to develop this province-wide competition to engage K-12 students in environmental action projects. From 2009-2012, K-12 students from 52 school districts showcased 483 BC Green Games projects.
- In 2010, Science World was a key delivery partner for the Government's Year of Science initiative and was awarded \$500,000 by the Ministry of Jobs, Tourism, and Innovation. Science World delivered science programs and events across BC during the Year of Science, reaching over 43,000 students and 23,000 teachers, families, and community partners.
- In 2011, Ministry of Jobs, Tourism and Innovation provided \$1M, as a legacy to the Year of Science, to fund development and delivery of programs for K-8 students. The programs were delivered to over 139,000 K-12 students and 21,000 teachers, families and community partners across BC.
- In 2018 Science World was awarded \$693,000 in federal funding to teach young people in Vancouver coding and digital skills. CanCode, a \$50-million federal program will distribute the funds over two years to allow Science World to develop new educational programs ranging from in-school presentations, from professionals, to after-school science clubs for students in Grades 1-7.

See Attachment A for funding request. Science World is seeking funding from the Province for:

- **Programs:** \$6 million to expand student outreach programs over the next three years, including a new STEM learning ecosystem called Symbiosis; and
- **Capital:** \$13 million in capital to cover one-third of the dome upgrades (exterior repairs, access and gathering space, interior upgrades).

Analysis:

- Science World does not fall within the mandate of any one ministry, and multiple ministries would have interest in the continuing existence of this organization, including the Ministry of Education (EDUC), the Ministry of Advanced Education, Skills and Training (AEST), and the Ministry of Jobs, Trade and Technology (JTT).
- Information received from the Ministry of Education suggests that a meeting between their Minister's office and Science World may be organized for the end of September 2018. The contact at Ministry of Education would be Kim Lacharite, A/Executive Lead, Learning Transformation Division.

Attachment(s): *Attachment A Science World Funding Request*

Contact: *CJ Ritchie, Associate Deputy Minister and GCIO, 250-217-1683*

Science World - Enhancing STEM Education For All

Increasing science literacy to promote thriving people and places throughout BC

Introduction

As BC grows its knowledge-based economy, it is critical that the province's education system and infrastructure, together with the public's understanding of technology, keep pace. To meet the challenges and opportunities of a rapidly changing world, British Columbia needs to harness the full spectrum of available resources, including independent organizations such as Science World.

For more than three decades, Science World British Columbia has been at the forefront of making STEM (science, technology, engineering and math) accessible and fun. Over the past several years, Science World has conducted extensive community consultation, resulting in a strategic plan aimed at helping BC address this challenge. The two priority areas are:

1. Enhancing STEM education for K-12 students across British Columbia; and
2. Creating a space for British Columbians to explore the intersection of science, technology, and society, while greening and refurbishing the iconic dome building.

By reimagining and revitalizing Science World, we will help the province meet its commitments in the areas of education and growing a sustainable economy, including:

- Providing teachers and students with the support needed embrace the new curriculum and accelerate STEM literacy;
- Ensuring that all BC communities, including equity-seeking groups, have access to quality STEM learning opportunities; and
- Supporting the province's emerging technology ecosystem by helping to fill the STEM talent gap and establish BC as a preferred location for new and emerging technologies.

1. Accelerating STEM Education Through Increased and Updated Outreach: *Symbiosis*

Science World has a long history of supporting STEM education throughout British Columbia. From 2005 to 2012, provincial government funding enabled Science World to bring STEM programming to British Columbians. This program, the *BC Program for Awareness and Learning of Science (BC PALS)*, reached over 200,000 people a year (primarily students and teachers). The funds were not renewed in 2013.

Since 2015, Science World has been attempting to fund its educational outreach through private donations, sponsorship, and institutionally generated revenue. We recently brought our student impact level back to just over 100,000 per year.

We are requesting funding of \$2M a year, for three years (\$6M in total), to increase our reach, and enhance our impact on student achievement through the creation of a learning ecosystem. Our goal, over three years, is to more than triple our current reach to 350,000 students a year, across the province. In addition, the funds requested here will go toward building the *Symbiosis*

network, ensuring that high quality learning resources are made available to every student and teacher in BC.

To address the complex challenge of the rapid pace of technological change and its societal and economic impacts, Science World is spearheading an innovative new learning ecosystem for British Columbia called *Symbiosis*. This deeply collaborative cross-sector network, building on a solid foundation of programming (e.g., *On the Road*, *Scientists and Innovators in the Schools*, *Super Science Club*), will provide learning opportunities that enable children, teens, and young adults throughout BC to discover and pursue learning pathways. Contributors to *Symbiosis* include formal and informal education organizations, industry, post-secondary institutions, libraries, and community-based organizations.

Symbiosis will build capacity, facilitate best practices, and ensure sharing and collaboration between community leaders from across sectors. The work will support teachers to tap into local and provincial mentors to personalize student learning, while ensuring that every student, regardless of location or family income, can access a network of opportunities targeted to their interests and abilities. As students mature, *Symbiosis* will connect them to a series of mentors, opportunities and learning environments tailored to their specific STEM-based interests. This type of learning ecosystem has proven successful in the USA; *Symbiosis* is the first of its type in Canada.

Symbiosis will: dramatically increase the number of qualified STEM mentors in BC, from teachers to scientists to professionals in the tech community; connect mentors and youth within communities through networked opportunities, including classroom visits, on-site shadowing, and paid co-op learning positions; and create a digital hub to interweave these activities, and host a library of learning resources and opportunities.

Many partners (including UNBC, UBC, SFU, BCIT, BC Science Teachers Association, Genome BC, TRIUMF, BC TECH Association, Microsoft, and SAP) have expressed strong interest in partnering on *Symbiosis*.

Building on multi-stakeholder workshops conducted in 2017, and community mobilization efforts currently underway, we propose launching two community pilots in *September 2018*—one in East Vancouver and the other in northern BC. These pilots will include all three core components (mentor recruitment and training, mentor networking, and the prototype of a digital hub). Concurrently, we will develop and resource two sub-initiatives within *Symbiosis*—one focused Indigenous peoples and the other on girls and women in STEM.

Additional communities will be added in 2019 and 2020, based on input from partners, including the provincial government. From the outset, *Symbiosis* will be a research endeavor, utilizing expertise from BC's universities to evaluate learning and engagement outcomes. All learning resources generated by the initiative will be open source.

We are seeking \$6 million from the provincial government to both reinvigorate outreach across BC, as well as to pilot and expand the *Symbiosis* program. We anticipate reaching a total of 850,000 students over three years. More specifically, the provincial funds will:

- Allow for direct delivery of programs across BC: \$3 million
- Support six regional *Symbiosis* pilot programs, with community engagement and mentor training: \$2.8 million
- Build and test and prototype of the digital hub: \$200,000

2. Transforming and Upgrading the Dome: Society, Science and Sustainability

Digital disruption resulting from scientific discovery and technological innovation is driving rapid and dramatic transformation. Yet rates of science literacy in Canada and BC remain low. A 2017 survey of Canadian attitudes towards science revealed that only 33 percent of respondents regard themselves as science literate, and a remarkable 43 percent believe science to be a “matter of opinion.” Yet 82 percent want to know more about science, and 89 percent believe that science centers and museums are the most trustworthy source for science knowledge.

To ensure that Science World continues to be a hub for science engagement for all ages, we propose to transform our landmark dome through upgrades to infrastructure and technology. This hub will include a one-of-a kind theatre capable of hosting full-dome projections and an array of community focused activities—from drama and music to town hall gatherings and lectures. Immediately adjacent to the theatre will be a convening space designed for fostering dialogue around pressing issues related to science and sustainability. Ultimately, this re-imagined facility will become a community destination for promoting science literacy and co-creating a thriving future for BC.

The original facility was constructed as a temporary structure for Expo 86. Since Science World took over the building in 1988, most of the building has been refurbished; the single major exception is the dome itself. Currently, the dome exterior leaks, the supporting marine pilings need repair, and the interior requires architectural and technology upgrades. Architectural modifications will increase physical access and meet current code requirements. Within the dome theatre, replacing the 1985 projection technology with state-of-the-art equipment will transform the theatre into an immersive, multi-media experience utilizing cutting-edge visualization technologies, likely including virtual and augmented reality.

Adjacent to the theatre will be a new 3,000 square foot space, designed to host community meetings that foster dialogue and learning. To make it easier and more accessible to host events in this meeting space, we will add an additional point of entry, an external elevator.

The building currently boasts numerous green features, from waterless and low-flow fixtures, to LED lighting, to an energy-efficient HVAC system. We now aspire to be a true “green icon,” collaborating with local industry to shrink our ecological footprint still further. For example, installation of innovative waste management technologies will enable us to become a zero-waste facility. With energy saving technologies—including cutting edge solar panels encasing

the dome exterior—we will become “net positive,” producing more energy than we consume. These green elements and others will be highlighted through hands-on exhibits, transforming the building into a “living lab” that engages the community in imagining a thriving future.

The renovated facility will be the first of its kind—a high tech, multi-function space that utilizes art, science, and technology to convene the community around the pressing issues of our time. The revitalized, greener dome will leverage the organization’s brand, together with its expertise in learning and community collaboration, to become one of the premier gathering spaces for dialogue on science, technology, arts, engineering and math, and their impact on society.

The total cost of the dome refurbishment is \$39 million, with a proposed a cost-sharing involving federal, provincial, and civic government, as well as private sector funds. We are seeking *\$13 million from the provincial government*. The capital budget breakdown is:

- Exterior – repair of existing building: \$9 million
- Exterior – new access and gathering space: \$15.5 million
- Interior – physical environment: \$6.5 million
- Interior – technology upgrades: \$8 million

Conclusion:

Science World is seeking \$6 million from the province to expand and enhance its student outreach programs over the next three years, including the development of a STEM learning ecosystem, *Symbiosis*, and \$13 million to cover one-third of the infrastructure upgrades to create a hub for scientific engagement. Today, digital disruption presents many significant challenges and opportunities. Ensuring that BC, as a society, can not only keep pace, but thrive, will require unprecedented collaboration between government, academia, industry, and organizations such as Science World. The revitalized dome, expanded provincial student outreach, and the *Symbiosis* learning ecosystem can be a critical part of the province’s plan to ensure prosperity for all of British Columbia.

2018 Information Note

Advice to Minister

Date: August 27, 2018

Ref: 110428

Issue: Project Overview and Status Report: Minister's Mandate to "Improve access to information rules to provide greater public accountability".

Conclusion:

- s.12

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Background / Facts:

- CIRMO is continuing work on three priority streams of work:
 - Implementation of Bill 6-2017, which includes the requirement to document government decisions.
 - Non-legislative initiatives focused on improving transparency and accountability.
 - s.12,s.13
- No public announcements associated with the three work streams are anticipated prior to their completion.

Analysis:

- These three streams of work are under tight time constraints and involve significant workloads.
- The work is currently on schedule. Updates on the status of the three work streams and any emergent issues will be provided on a monthly basis.

Documenting Government Decisions

- Training and change management activities for affected stakeholders will begin soon.
- CIRMO is developing a suite of resources and materials to support ministries and government bodies in understanding and complying with the new requirement.

Non-Legislative Activities

- A number of initiatives are either ongoing or planned, which support the overall objectives of increased transparency and accountability.

s.12,s.13

s.12,s.13,s.14

Contact: *David Curtis, Assistant Deputy Minister and Chief Records Officer, (778) 698-5845*

Attachments: *2018 August – CIRMO Strategic Projects Dashboard*
 Documenting Government Decisions - Project Status Dashboard
 Non-Legislative Activities – Project Status Dashboard
s.12,s.13 *- Project Status Dashboard*

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2018 Information Note Advice to Minister

Date: August 26, 2018

Ref: 110497

Issue: Transfer of Vacant Lot in Coquitlam to Provincial Rental Housing Corporation

Recommendation / Next Steps (if any):

- Transfer of title of the vacant lot at Net Book Value from CITZ Real Property Division (RPD) to the Provincial Rental Housing Corporation (PRHC), under appropriate authority (i.e., Executive Director, Asset Management).
- The transfer is being done to support the redevelopment of the Riverview Lands as a Government priority.
- RPD will work with British Columbia Housing Management Commission (BCHMC) ("BC Housing") to complete the required due diligence associated with the land transfer, including responsibility for all liability, associated future costs, and the First Nation consultation.

Background

- The Province transferred Riverview Lands to the PRHC at Net Book Value (NBV) in February 2015.
- BC Housing is a public agency accountable to the Minister of Municipal Affairs and Housing through a Board of Commissioners appointed by the Lieutenant Governor in Council. PRHC is the legal corporate holding entity able to hold real estate and is entirely governed by BC Housing.
- A vacant, steep, triangular-shaped lot adjacent to the transferred Riverview Lands was recently determined to be still owned by the Province (see Appendix 1 – *Maps of Subject Parcel*).
- This vacant lot is approximately 0.66 acres, or 28,600 square feet in size, and is zoned P-1 Civic Institutional, which provides for educational, government or institutional uses.
- The 2018 assessed value for the lot is \$982,000 and the NBV is \$0.
- When found to be still owned by the Province, the vacant lot was declared surplus.
- The vacant lot is contiguous with the other Riverview property, but due to an administrative error in 2015 was not transferred to PRHC as part of the Riverview sale as intended.
- BC Housing has been notified of this vacant lot adjacent to the Riverview Lands and subsequently expressed interest in obtaining the lot.
- BC Housing intends to add this vacant lot to the existing Riverview Lands and use it to deliver on the Province's redevelopment plan of the Riverview Lands that will contribute to social, economic and environment objectives.
- The property can be transferred to PRHC at its NBV of \$0 under the expense authority of the Executive Director, Asset Management Branch, with RPD.

Analysis:

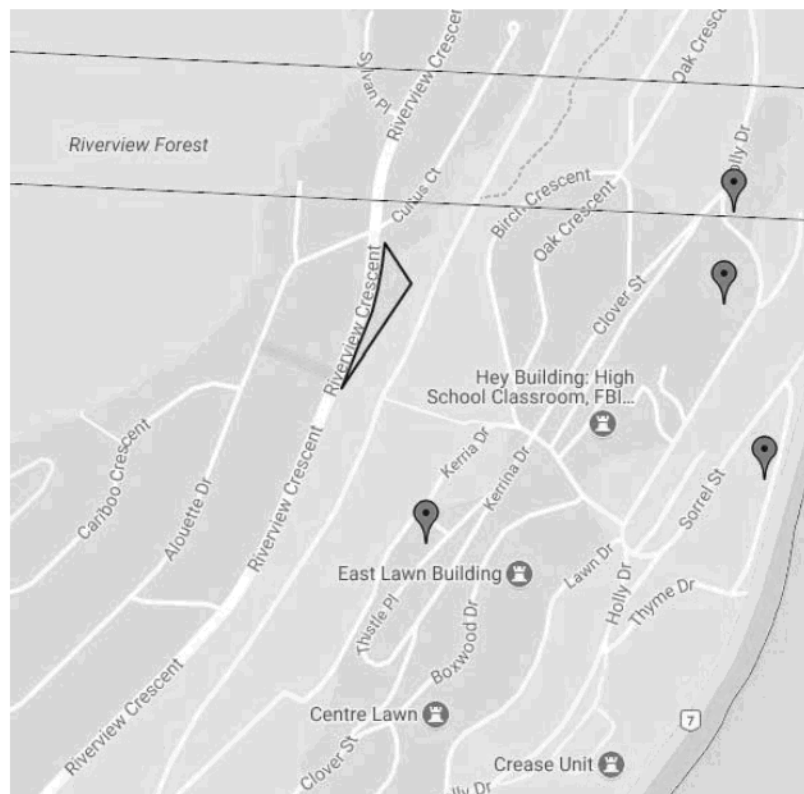
- The lot and the Riverview Lands are contiguous. Inspection of the site indicates that there is a fence running along the road frontage of the lot but there is no fencing between this lot and the Riverview Lands.

- The master plan process for renewing the Riverview Lands will build on the direction provided in the following themes, which will help the creation of the master plan BC Housing is committed to:
 - 1) Mental Health Care – ensuring the provision of the necessary support to set a new standard
 - 2) Heritage & Environment – respecting the heritage, culture and the natural environment
 - 3) Complete Community – providing for the needs of its residents while representing a vibrant work environment
 - 4) Housing – offer a range of housing options that meet the needs of the diverse community
 - 5) Economic Development – encourage economic development by establishing on-site income streams and to help create new opportunities for the Kwikwetlem First Nation
- The vision for renewing the Riverview Lands serves as a long-range guide that balances the social, economic and environmental objectives of the Province, the City of Coquitlam, the Kwikwetlem First Nation and the community.
- The *Core Policy and Procedure Manual, Procedures Chapter 1.8 Sales and Transfers of Tangible Capital Assets* describes the transfer of assets to crown corporations at NBV.

Attachment: *Appendix 1 - Maps of Subject Parcel*

Contact: *Sunny Dhaliwal, Assistant Deputy Minister, Real Property Division, s.17*

Appendix 1 - Maps of Subject Parcel



2018 Information Note Advice to Minister

Date: August 30, 2018

Ref: 110524

Issue: Review of BC Assessment Authority (BCA) Data Access Policy

Conclusion:

- s.13

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Background / Facts:

- In 2011, Government launched the Open Information and Open Data Policy to increase engagement with citizens and support innovation. Data published under this policy is free and can be used for any lawful purpose. CITZ is responsible for the policy and its implementation.
- While the Open Data Policy applies to core ministries, it can be extended to Crowns through mechanisms including the letter of expectations.
- BCA's data is considered high value by Government, the public, the real estate, housing and technology sectors for decision-making and economic development purposes. While individual property assessment data can be accessed online without a charge, access to high value, raw bulk downloadable BCA data has a cost.
- BCA generates 94 percent of its funding from a province-wide property tax levy. The remaining revenue comes from other sources including the licensing of assessment data (\$4M/year). s.13
s.13
- In 2016 the Province commissioned a report on the potential economic value of BC's property sector data. s.13, s.17
s.13, s.1 Canada's highly controlled access to listing and sales information contributes to a lack of market transparency and tech sector innovation in the real estate market.

Analysis:

- The total direct revenue generated by BCA's data sales is relatively low compared to the potential value of property data. This suggests alternate approaches, s.13
would create greater value for BC's economy, in addition to contributing to market transparency.

Attachment: Decision note: Obtain Ministerial direction on BCA's Data Access Policy to ensure it aligns with Government's Open Information and Open Data Policy Initiatives

Contact: CJ Ritchie, Assoc. Deputy Minister and Government Chief Information Officer, (250) 217-1683



BRIEFING NOTE FOR DECISION

Date: August 1, 2018

Prepared For: Honourable Selina Robinson, Minister of Municipal Affairs and Housing (MAH)
Honourable Jinny Sims, Minister of Citizens' Services (CITZ)

Title: BC Assessment Authority (BCA) Data Access Policy

Issue: Obtain Ministerial direction on BCA's Data Access Policy to ensure it aligns with Government's Open Information and Open Data Policy Initiative.

RECOMMENDED OPTION:

- s.13

BACKGROUND:

Assessment Roll Data

BCA generates 94 percent of its funding from a province-wide property tax levy. The remaining revenue comes from other sources including the licensing of assessment data (\$4M/year). s.13

BCA assesses over two million properties annually and has one of the largest databases in Government. BCA's data is considered high value by Government, the public, the real estate, housing and technology sectors for decision-making and commercial purposes.

Currently, the general public can access individual property assessment data online without a charge. However, access to high value, raw bulk downloadable BCA data has a cost.

BC Assessment's Current Data Policy

BCA's Board approved its Data Access Policy and Conditions of Access for Specialized Users in July 2016 and recently revised it in June 2018.

The purpose of BCA's Data Access Policy is to provide a consistent basis for managing access to BCA data for both assessment and non-assessment purposes. It includes a sliding fee rate depending on the number of folio records and data details required.

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Currently, Ministries can obtain data at no cost from BCA if MAH deems the request is associated with Government priorities.

Other provinces with province-wide assessment organizations also license data for a fee. Ontario, for example, collects an estimated \$10-12M in annual license fees.

Province's Open Data Initiative

In 2011, Government launched the Open Data Policy to increase engagement with citizens and to enable individuals and organizations to transform data and information into tools and applications to create innovative solutions to challenges in BC.



Data published under the Open Data Policy uses the Open Government Licence – British Columbia (OGL-BC), which enables free and unfettered use of the data for any lawful purpose.

While the Open Data Policy applies to core ministries, it can be extended to Crowns through mechanisms including the letter of expectations.

In 2016 the Province's DataBC program commissioned a report on the potential economic value of BC's property sector data. s.13,s.17
s.13,s.17¹

Canada is currently lagging in the development of tech-enabled change in the real estate sector. The existence of highly controlled access to listing and sales information has been cited as a reason why real estate technology platforms, similar to Zoopla or Zillow, have not emerged in this country.

There is pressure to create a more competitive and open marketplace for real estate data in Canada. In 2016 the Competition Tribunal found the Toronto Real Estate Board had engaged in anti-competitive acts by restricting access to historical sales data.

s.12,s.13

DISCUSSION:

The total direct revenue generated by BCA's data sales is relatively low compared to the potential value of property data. This suggests alternate approaches would create greater value for BC's economy, in addition to contributing to market transparency.

BCA has provided some copyright data to the Province's DataBC program for use in location services applications and has provided historical trend data as open data. BCA has not yet released its key property data sets due to revenue and privacy concerns.

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s.13 Typically open data releases represent a subset of the originating database.

s.13,s.17

s.17

¹ The Economic Value of Open Data in the Property Sector of British Columbia, Thomas Townsend, prepared for Labour Market and Information Division, which included the DataBC program, Ministry of Jobs, Tourism and Skills Training, June 2016



s.13

FINANCIAL IMPLICATIONS:

BCA received \$4.2M in revenue for 2017 (out of \$97.2 million in total revenue) from data access services.

s.13,s.17

OPTIONS:

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Ministry of
Municipal Affairs
and Housing

s.13

RECOMMENDATION:

- s.13

NEXT STEPS:

s.13

Honourable Selina Robinson

Date

Honourable Jinny Sims

Date

PREPARED BY:

Rob Fraser, Executive Director
Property Assessment Services Branch
Ministry of Municipal Affairs and Housing
778-698-3560

APPROVED BY:

Jacqueline Dawes, Deputy Minister
Ministry of Municipal Affairs & Housing
Jill Kot, Deputy Minister
Ministry of Citizens' Services

DATE APPROVED:

August 1, 2018



2018 Decision Note Advice to Minister

Date: August 30, 2018

Ref: 110521

Issue: Naming Opportunity

Recommendation / Next Steps (if any):

- Approve the naming opportunity.

Background / Facts:

- A potential naming opportunity (Appendix 1) has been submitted by the Interior Health Authority under the Naming Privileges Policy ("Policy") that falls within the decision-making authority of the Minister of Citizens' Services.
- An online search of the donors was conducted by Intellectual Property Program staff and no potential issues were found.

Description of the Naming Opportunity:

s.13,s.22

Other Options: N/A

Approved / Not Approved

Minister to specify if the recommendation has been approved or one of the other options or simply not approved.

Honourable Jinny Jogindera Sims

Date

Attachments: Appendix 1 – s.13,s.22

Naming Request Form

Contact: Bobbi Sadler, ADM – Procurement and Supply 250 896-2182

Page 02 to/à Page 04

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s.12;s.22;s.13

Kernaghan, Lori CITZ:EX

From: Levell, Doug <Doug.Levell@interiorhealth.ca>
Sent: Monday, June 18, 2018 3:30 PM
To: Kernaghan, Lori CITZ:EX; Ness, Pamela CITZ:EX
Cc: Shatontola, Beene-Mweemba; Rhebergen, Benjamin; Depner, Aaron
Subject: RE: O/S Naming Requests

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Lori (cc Pam),

I confirm that the approval requirements for naming opportunities were followed, pursuant to IH's Asset and Facility Naming Policy (last revision June 9, 2015), for the following naming requests:

- s.13,s.22
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Further, here is the process followed by IH and the affiliated Foundations for naming requests:

The internal due diligence and steps leading to the approval of a naming opportunity are as follows:

- Facility naming begins with the creation of naming opportunities, often associated with a formal campaign, by preparing a schedule of naming opportunities. This is prepared by Interior Health's Business Support team. IH collaborates with the relevant foundations to ensure alignment with campaign objectives and the schedule of opportunities is then approved by IH's Senior Executive Team.
- The Foundation's Staff identify the most suitable and appropriate recognition opportunity for the donor, based on the level of support provided. Staff gathers relevant background/history and reasons why the donor has made their gift and this information is considered in the Foundation CEO/ED's decision on recognition and/or naming opportunity. The Naming Opportunity Request Form is then completed with this request and signed by the Foundation's CEO/ED and Interior Health's Health Service Administrator.
- The naming request is presented to the IH Senior Executive Team for approval and signed off by IH's CEO. The request is then considered for approval by the IH Board of Directors and signed off by the Board Chair.

There have been no public announcements related to the above noted naming requests.

Regards,

Doug Levell

Manager, Real Estate Services
Interior Health - Capital Planning and Projects
505 Doyle Avenue, Kelowna BC V1Y 0C5
Ph: 250-469-7070 Ext. 12573 Cell: 250-212-5808



AW0500 – FACILITIES AND ASSET NAMING

1.0 PURPOSE AND SCOPE

To establish a consistent approach and approval process for the naming of Interior Health physical assets and facilities. This policy will apply to Interior Health (IH) and any hospital foundation or auxiliary, or subsidiary or affiliate thereof, connected with IH.

Physical assets and facilities can be named for the following reasons:

- recognition of monetary or other financial contributions to health care within the community (philanthropic);
- recognition of distinguished service and/or community contribution that furthers the advancement of health care (honorific); and
- recognition of geographic, regional identity, or functional attributes (functional/geographic).

This policy governs the naming of IH facilities and physical assets including the related philanthropic activities of IH affiliated foundations and auxiliaries. The foundations or auxiliaries will coordinate the naming approval process through identified fundraising campaigns in collaboration with IH who retains the decision making authority and responsibility for managing the naming process.

2.0 DEFINITIONS

Functional	Means a room or space designated for, or suited to, a particular operation or use – e.g., library, rehabilitation, diagnostic services, etc.
Honorific	Means the bestowing of honour or respect to outstanding individuals in recognition for distinguished service and/or contribution within the community or public service
Naming Privileges Opportunity	Means an opportunity, plan, or proposal to name a public asset including buildings, or parts of buildings (wings, floors, atriums, rooms, etc.), in recognition of service or financial contribution
Philanthropic	Means the act of giving – a gift, donation, or bequest which has real or in-kind monetary value
Programmatic	Means a plan of action implemented to accomplish a clear objective which is related to the vision, mission, values, and strategic direction of the organization

Policy Sponsor: VP Support Services & Chief Financial Officer	1 of 11
Policy Steward: Chief Project Officer & Corporate Director Capital Planning	
Date Approved: November 2005	Date(s) Reviewed-r/Revised-R: April 2013 (F); June 2015 (R) December 2015 (R)



Interior Health

Administrative Policy Manual

Code: AW Facilities Management

3.0 POLICY

3.1 Naming opportunities may include, but shall not be limited to:

- new construction;
- significant renovation or addition of space;
- major equipment; or
- any asset, tangible or otherwise, as deemed appropriate by IH.

3.2 Decisions to name facilities, functions, programs or major equipment shall align, to the extent reasonably ascertainable, with IH's vision, mission, values, and strategic direction.

3.3 The approval of a naming opportunity should not result in additional costs for IH, excluding any costs directly associated with the approval process, without prior authorization.

3.4 A naming opportunity will not be approved if it:

- is likely to have a negative impact on the image or reputation of IH or any foundation or auxiliary associated with IH;
- A naming opportunity will not be approved if the proposed name in recognition of the asset includes the name of an organization or business whose products, services, or practices are directly involved with unhealthy lifestyles (e.g., tobacco, alcohol)
- implies endorsement of a partisan or ideological position (does not preclude use of the name of an individual who has previously held public office);
- implies endorsement of a specific commercial product (does not preclude using the name of an individual or company that manufactures or distributes commercial products);
- creates or is likely to create a conflict of interest; or
- is likely to be perceived as controversial or divisive in the community.

3.5 Philanthropic donations must cover a reasonable portion of the cost of the facility or asset (see Appendix 6.1).

3.7 Honorific naming of individuals still in the service of IH or related foundations or auxiliaries will not be considered, except where specifically approved by the IH Board.

3.8 Naming decisions must be done in accordance with the Provincial Government of British Columbia Naming Privileges Policy.

3.9 Naming and recognition opportunities are classified as one of the following types and conform to the contribution thresholds outlined in Appendix 6.1:

Type I – Facilities and other major structures (External Facilities)

Policy Sponsor: VP Support Services & Chief Financial Officer	2 of 11
Policy Steward: Chief Project Officer & Corporate Director Capital Planning	
Date Approved: November 2005	Date(s) Reviewed-r/Revised-R: April 2013 (F); June 2015 (R) December 2015 (R)



Type II – Departments, program floors or wings, and atriums (Internal Facilities)

Type III – Internal areas, spaces and programs (Internal Spaces)

Type IV – Major Equipment (>\$1million)

Type V – Other Capital Equipment/Assets

Type VI –Recognition plaques, etc. (Tribute Markers)

The contribution requirements noted for each Asset Type in Table 1 of Appendix 6.1 are targets, and may be modified or altered as appropriate by the Interior Health Board to account for factors such as age or geographical location of the asset being named.

- 3.10 IH and the relevant foundations and auxiliaries shall mutually agree on naming opportunities associated with a capital campaign.
- 3.11 All naming opportunities that involve naming of buildings and facilities, including any structure that has an exterior name, interior spaces and major equipment shall be approved by the IH Board.
- 3.12 IH's Board of Directors may revoke a naming right at any time pursuant to the conditions outlined in Clause 3.4 of this policy.
- 3.13 Existing names will be honoured, as of approval date of this policy.
- 3.14 Perpetual naming is not implied unless expressly approved by IH Board.

4.0 PROCEDURES

4.1 Naming Opportunity Applications

4.1.1 A written application, in a format prescribed by IH (Appendix 6.2), must be sponsored by the Vice President responsible for the facility or service to which the naming privilege opportunity applies. In addition, prior to submitting an application for naming consideration, the sponsor must have received the support of the personnel set out for the naming opportunity types listed below:

Types I, II and III

The Executive Director of the program(s) and the Site Administrator to which both have responsibility for the facility for which the naming privileges opportunity applies.

Types IV, V and VI

The Site Administrator

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4.1.2 Formal consultation will be required to be carried out by the sponsor with any individual or entity having an interest in the naming opportunity. Consultation requirements will be designed on a case by case basis and should include IH site administration, IH Communications and Public Affairs, and other individuals or entities impacting or impacted by the naming opportunity.

4.2 Approval Process

4.2.1 Philanthropic Naming

- a) The IH naming application will be completed by the Sponsor and forwarded to the applicable stakeholders, including but not limited to Site Administrator, Vice-President, Communications & Public Affairs, and foundation, for consultation.
- b) The foundation/auxiliary will provide any applicable donor agreement to the Sponsor who will present, together with the naming application, to the IH Senior Executive Team for review and recommendation.
- c) Upon the recommendation of the Senior Executive Team, the Vice-President will present the naming application to the Board of Directors.
- d) Upon approval by the Board the application and recommendations will be submitted to the Ministry of Technology, Innovation and Citizens Services (or such other Ministry designated for this purpose from time to time) for approval pursuant to the Government of British Columbia Naming Privileges Policy.
- e) Upon final approval, the naming application will be forwarded to the Sponsor, the foundation, IH Capital Planning & Projects, Communications & Public Affairs and IH IMIT, for records and systems updating.

4.2.2 Honoric Naming and Function/Geographic Naming

- a) The naming application will be completed by the sponsor and forwarded to the applicable stakeholders for consultation.
- b) The sponsor will present the naming application to the IH Senior Executive Team for review and recommendation.
- c) Upon the recommendation of the Senior Executive Committee, the President & CEO (or designate) will present the naming application to the Board of Directors.
- d) Upon final approval, the naming application will be forwarded to both IH Capital Planning & Projects, IH Communications & Public Affairs and IH IMIT, for records and systems updating.

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5.0 REFERENCES

Government of British Columbia Naming Privileges Policy

6.0 APPENDICES

- 6.1 Naming Opportunity Tables
- 6.2 Process Flowcharts

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APPENDIX 6.1 – Naming Opportunity Tables

Table 1 - Philanthropic Naming

TYPE	DONATION	MAXIMUM TERM (Note 2)	APPROVAL AUTHORITY
Type I – External Facilities New or existing facilities and other major structures	The target for naming a Type I asset is 10% of capital cost of facility or structure being considered for naming	The life of the facility or structure	Foundation Executive Director IH Board Government of British Columbia
Type II – Internal Facilities Departments, program floors or wings, and atriums	The target for naming a Type II asset is 10% of proportionate share of facility or structure capital cost for the area being considered for naming	The life of the facility or structure within which the department, program, or wing is contained	Foundation Executive Director IH Board Government of British Columbia
Type III – Internal Spaces Internal areas, functional spaces, programs and rooms	The target for naming a Type III space is 5% of proportionate share of facility or structure capital cost for the area being considered for naming	The life of the facility or structure within which the internal area, functional space, or room is contained	Foundation Executive Director IH Board Government of British Columbia
Type IV – Major Equipment (> \$1 Million)	Minimum \$500,000	The life of the equipment	Foundation Executive Director IH Board Government of British Columbia
Type V – Other Capital (Note 1) Equipment/Assets	Minimum \$10,000	The life of the equipment	Foundation Executive Director Site Administration
Type VI – Tribute Markers (Note 1) Recognition plaques, trees, benches, small monuments, etc.	<\$10,000	The life of the building, structure, or other fixture to which the marker is attached	Foundation Executive Director Site Administration

Notes

1. This falls under current practices and procedures for the foundations and auxiliaries, but would include discretionary consultation with IH.
2. The terms noted here are for a maximum of the life of the facility, structure, space or equipment; accordingly, the IH Board reserves the right to assign a shorter term.

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APPENDIX 6.1 – Naming Opportunity Tables

Table 2 - Honorific Naming and Function/Geographic Naming

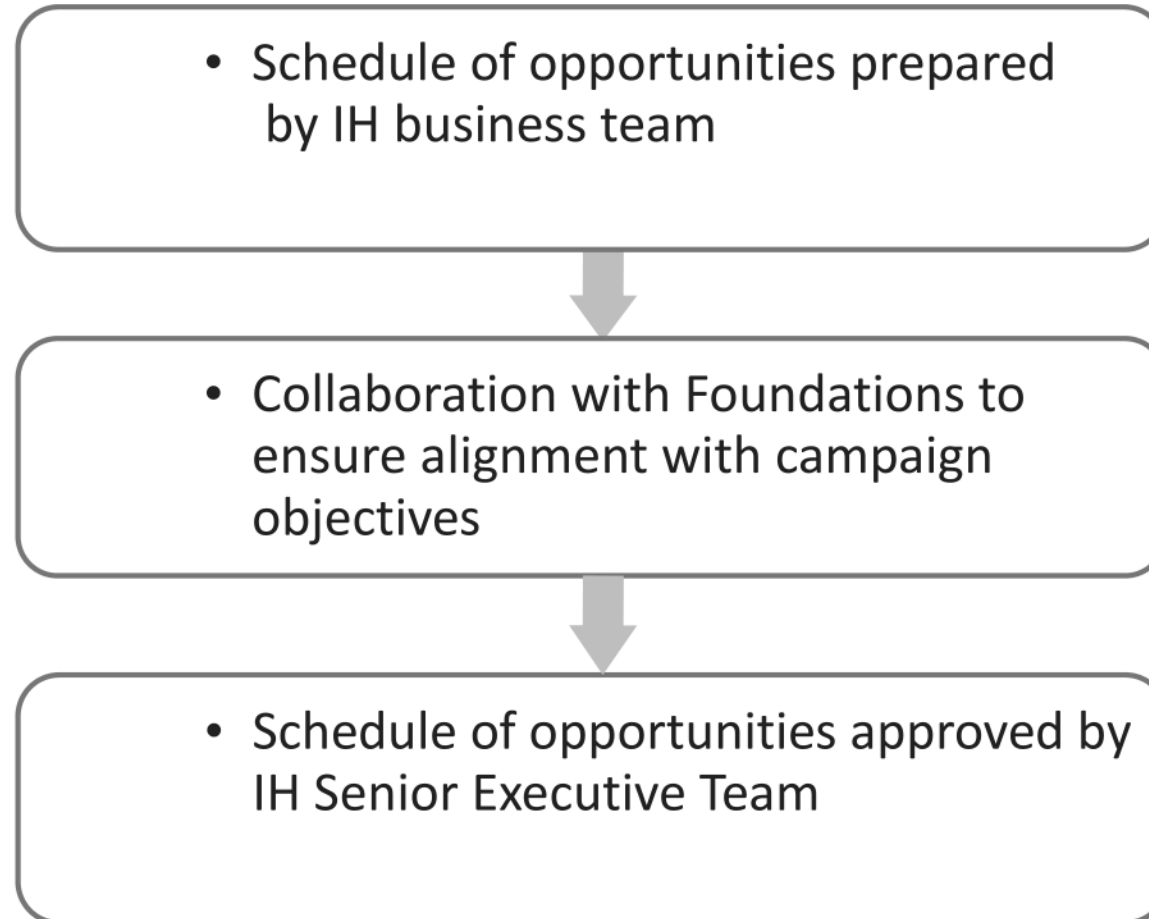
TYPE	MAXIMUM TERM (Note 1)	APPROVAL AUTHORITY
Type I – External Facilities New or existing facilities and other major structures	The life of the facility or structure	IH Senior Executive Team IH Board
Type II – Internal Facilities Departments, program floors or wings, and atriums	The life of the facility or structure within which the department, program, or wing is contained	IH Senior Executive Team IH Board
Type III – Internal Spaces Internal areas, functional spaces and rooms	The life of the facility or structure within which the internal area, functional space or room is contained	IH Senior Executive Team IH Board
Type IV – Major Equipment (> \$1 million)	The life of the equipment	IH Senior Executive Team IH Board
Type V – Other Capital Equipment/Assets	The life of the equipment	IH Senior Executive Team Site Administration
Type VI – Tribute Markers Recognition plaques, trees benches, small monuments, etc.	The life of the building, structure, or other fixture to which the marker is attached	IH Senior Executive Team Site Administration

Notes

1. The terms noted here are for a maximum of the life of the facility, structure, space or equipment; accordingly, the IH Board reserves the right to assign a shorter term.

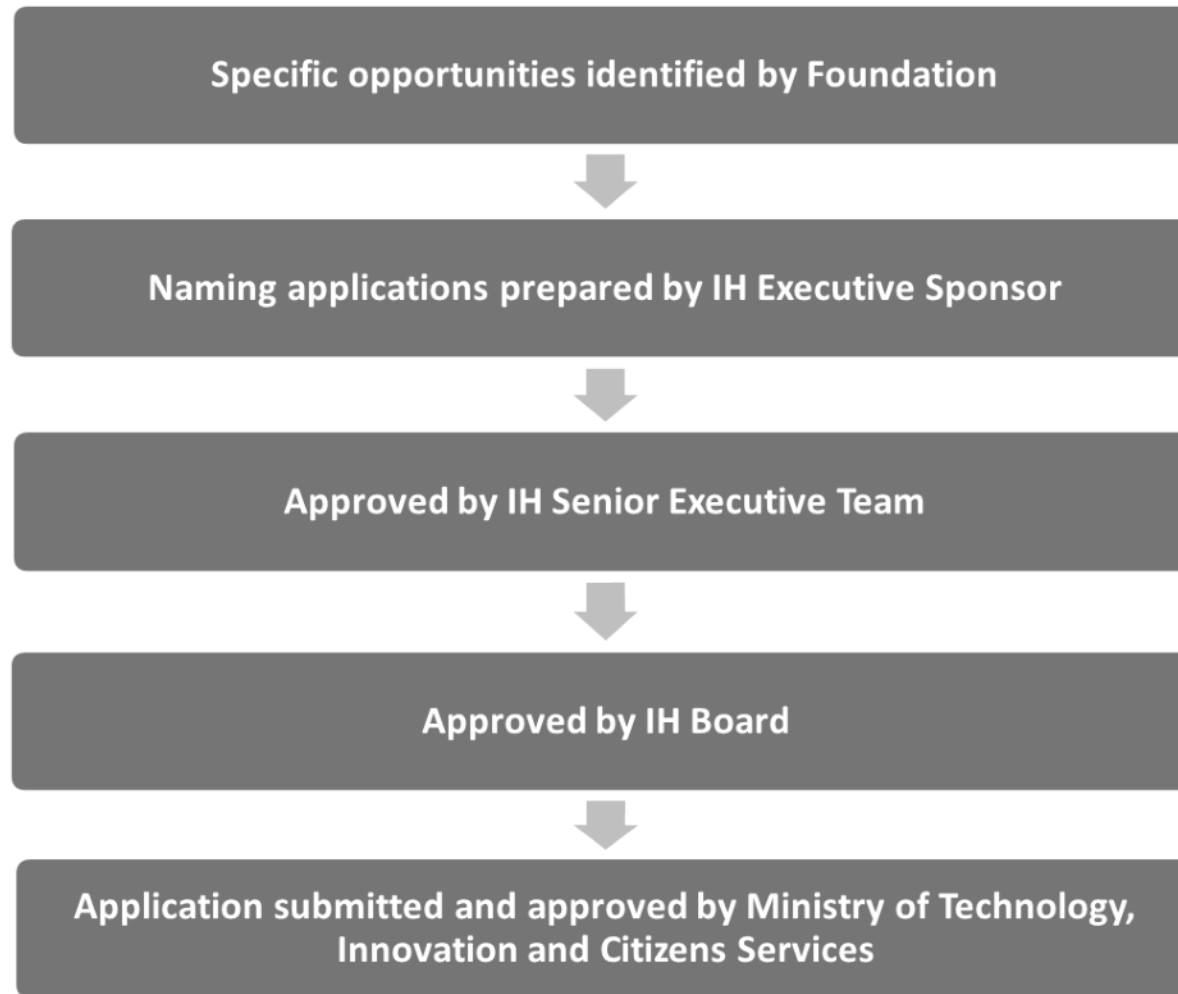
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Facility Naming – Creating Opportunities



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Facility Naming - Process and Approval



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APPENDIX 6.2 – Process Flowcharts

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