

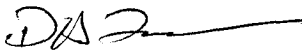
THE UNIVERSITY OF BRITISH COLUMBIA

REQUEST FOR APPROVAL

FORWARDED TO:

BOARD OF GOVERNORS ON RECOMMENDATION
OF PRESIDENT STEPHEN J. TOOPE

APPROVED FOR SUBMISSION:



for

Stephen J. Toope, President & Vice-Chancellor

PRESENTED BY:

Pierre Ouillet, Vice President – Finance, Resources and
Operations

Nancy Knight, Associate Vice President, Campus and
Community Planning



DATE OF MEETING:

June 7, 2011

SUBJECT:

Memorandum of Understanding with the University
Neighbourhoods Association

DECISION REQUESTED:

That the Board of Governors authorize the Administration to enter into a Memorandums of Understanding with the University Neighbourhoods Association to advance Place and Promise's sustainability objectives, on terms that are substantially consistent with the information provided in this report.

EXECUTIVE SUMMARY:

This report recommends that UBC enter into a Memorandums of Understanding (MoU) with the University Neighbourhoods Association (UNA), to advance UBC's strategic plan "Place and Promise", and particularly the plan's sustainability objectives. The UNA is a key local organization with respect to sustainability and a natural partner for UBC. The MOU provides a good basis for ongoing collaboration and coordination on the shared sustainability objectives of UBC and the UNA. The MOU is similar in design to those agreed between UBC and the City of Vancouver and between UBC and BC Hydro. The MOU will be approved by the UNA Board at its June meeting.

UBC and the UNA have already begun working on several of the initiatives identified in the MoU.

REPORT

The purpose of the MoU is to establish a non-legally binding framework and set of principles for enhanced coordination and collaboration related to community engagement, resource conservation, transportation, and building standards.

The MoU identifies key initial areas of focus for this collaboration. Any joint initiatives arising from these initial collaborations will require further discussion and agreements to define each party's responsibilities including funding.

The structure of the proposed MoU is similar and based on recent MoUs signed between UBC and BC Hydro and the City of Vancouver. Using this same structure eases the process of reaching agreement and securing approvals. The structure is:

- A series of 'whereas' clauses that recite the key interests of each organization;
- The purpose of the MoU;
- A statement of shared objectives;
- Key areas of focus;
- Guiding principles;
- Administration and implementation mechanisms; and
- Duration of the MoU.

Content for the shared objectives and key areas of focus for the MoU is outlined below. The other clauses in the MoU are provided in Attachment 1.

Under shared objectives, the content for the draft UBC-UNA MoU is as follows:

- Support UBC's Sustainability objectives linking teaching, research and operations through opportunities identified in UTown@UBC.
- Reduce energy and resource consumption, and greenhouse gas emissions from UBC's Vancouver campus.
- Implement a comprehensive solid waste management program that meets defined targets for solid waste reduction and diversion on the academic campus and in UTown@UBC.
- Implement a water conservation program that builds on the reductions achieved with the ECOTrek project to meet defined targets for water conservation on the academic campus and in UTown@UBC.
- Achieve exemplary performance in sustainable transportation through strategies that promote walking, biking, car-share and transit use.
- Build upon the existing community and infrastructure development framework, e.g., the Land Use Plan, the Vancouver Campus Plan, Neighbourhood Plans, Sustainability Plans, the Vancouver Campus Climate Action Plan, infrastructure plans and economic development

strategies, among others to pursue improvements on environmental, financial and social sustainability of new and existing UTown@UBC developments.

- Engage all UTown@UBC residents, including students, faculty, staff and residents in developing a conservation culture and in promoting and fostering sustainability through innovation, efficiency, conservation and integrated systems thinking.

Under key areas of focus, draft content is:

- **Community Engagement**

- **Stakeholder Engagement Strategy:** Develop and implement a stakeholder engagement strategy to support the Community Energy and Emissions Plan (CEEP) and Waste and Water Action Plans (WAP). Jointly assess and develop frameworks and tools that assist communities to engage their constituents and stakeholders in these processes.
- **Communications and Education Strategy:** Develop and implement communications and education strategies intended to increase community engagement in sustainability programs and encourage sustainable behaviour by campus residents and businesses.
- **Community Surveys:** Design and undertake community surveys that include sustainability questions.
- **Community Involvement:** Encourage involvement of students living on campus in UNA programs.

- **Energy Conservation and Efficiency:**

- **Community Energy and Emissions Plan (CEEP)**
 - **Energy and Emissions Profile:** Determine the energy consumption and GHG emissions baseline within UTown@UBC.
 - **Projected Future Development:** Estimate the growth of energy consumption and GHG emissions by land use type, and map where this is expected to occur under a business as usual scenario.
 - **Energy and Emission Related Priorities:** Develop and implement a community vision for energy conservation and GHG emissions reduction. Identify a set of performance targets, prioritize the actions required to achieve these targets (measured against the energy and emissions baseline), and implement the high priority actions.
 - **Other Actions:** Provide guidance on how to promote conservation behaviours and participation in utility provider incentive programs and other conservation programs.

- **Waste Management**

- **Waste Action Plan:** Develop a solid waste action plan to increase waste diversion, that identifies partnership opportunities between UBC and the UNA,
- **Expanded Residential Organics Service:** Provide increased access to organics service to UTown@UBC residents,
- **Expanded Product Stewardship Program Service:** Investigate options to provide increased access for UTown@UBC residents to the UBC Product Stewardship Program for expanded e-waste recycling.

- **Water Conservation**
 - ***Water Conservation Action Plan:*** Develop a water conservation action plan that identifies partnership opportunities between UBC and the UNA.
- **Transportation and Mobility Strategy**
 - Develop and support transportation demand management strategies for UTown@UBC residents that improve transportation choice;
 - Identify options to increase access to sustainable transportation options including walking, biking, car-share programs, and transit use;
 - Identify opportunities to collect quantitative and qualitative data on transportation trends;
 - Identify opportunities to collaborate on sustainable transportation program initiatives.
- **Building Standards**
 - ***REAP Review:*** The UNA will participate in a review of the Residential Environmental Assessment Program (REAP) and on a regular basis, UBC will share information with the UNA regarding sustainability achievements accomplished under the REAP program.

Next Steps:

The majority of the initiatives identified are underway and fully funded under current budgets.

Once the MoU content is agreed, communicating the agreement and the first concrete projects under the MoU would be planned during the summer.

Attachments:

1. UBC-UNA Sustainability MOU, Draft 6 v1

Memorandum of Understanding

Draft #6 v1 – May 11, 2011

The University of British Columbia (UBC) and the University Neighbourhoods' Association (UNA) will work together to advance sustainability objectives in UTown@UBC. UBC and the UNA will:

- a) Engage the community in achieving reductions in energy consumption, greenhouse gas emissions, solid waste production, and water use,
- b) Develop and pursue sustainable transportation options,
- c) Identify opportunities to contribute to social and economic sustainability in areas such as affordable student and workforce housing, social infrastructure, and contributions to UBC's endowment.

Executed on the ____ day of _____, 2011

between:

The University of British Columbia ("UBC")

and

University Neighbourhoods' Association ("UNA")

WHEREAS: UBC is recognized as a global leader in sustainability teaching, research, campus and community development and operations in a wide range of areas that include energy, waste, water, transportation, and community planning and design.

WHEREAS: The UNA has committed to addressing sustainability locally and to meeting social, environmental and economic sustainability goals in UTown@UBC¹.

WHEREAS: UBC's strategic plan Place and Promise: The UBC Plan, has sustainability as a core value and a comprehensive sustainability agenda that includes partnerships with business, the civil sector, communities and governments, and transforming the Vancouver campus into an innovation hub and living laboratory for sustainability solutions,

WHEREAS: UBC is committed to showing leadership in sustainability for UTown@UBC, at UBC's Vancouver campus,

WHEREAS: UBC and the UNA have demonstrated leadership through innovative waste management and energy conservation programs on the academic campus and in UTown@UBC that adhere to Smart Growth principles²,

WHEREAS: The parties recognize that the common goals of sustainability will be reached more effectively through collaboration and mutual support.

¹ UTown@UBC is composed of family and student residents and supporting shops, services and facilities on UBC's Vancouver campus.

² "...focusing on increasing density, ensuring mixed development that integrates businesses and residences, making priorities of public transit, cycling and walking, and protecting green space, natural beauty, and farmland. Applying smart growth principles results in neighbourhoods that are safe, attractive, affordable, convenient, and healthy.", David Suzuki's Green Guide.

1.0 PURPOSE OF THE MEMORANDUM

The purpose of this Memorandum of Understanding (MOU) is to set forth the mutual intentions of UBC and the UNA to advance their joint sustainability objectives. The MOU is based upon the mutual understanding that the combined influence, commitment, and expertise of the Parties are better applied together to support their common goals. This MOU establishes a non-legally binding framework and set of principles for an enhanced approach for focused coordination and collaboration between the Parties to support their shared interests relative to energy conservation and efficiency, emissions reduction, solid waste reduction and diversion, water conservation, transportation demand management, community engagement, and social and economic sustainability over the long term.

The Parties to this MOU acknowledge that if they wish to jointly carry out specific initiatives that may arise out of this MOU, they will have to engage in further discussions and prepare further agreements and other documents duly authorized and executed to define, among other things, each party's responsibilities, resource allocations and other details.

This MOU is not an exclusive arrangement and does not restrict either party from pursuing their mandates, either on their own or in collaboration with any other party.

2.0 STATEMENT OF SHARED OBJECTIVES

- Support UBC's Sustainability objectives linking teaching, research and operations through opportunities identified in UTown@UBC.
- Reduce energy and resource consumption, and greenhouse gas emissions from UBC's Vancouver campus.
- Implement a comprehensive solid waste management program that meets defined targets for solid waste reduction and diversion on the academic campus and in UTown@UBC.
- Implement a water conservation program that builds on the reductions achieved with the ECOTrek project to meet defined targets for water conservation on the academic campus and in UTown@UBC.
- Achieve exemplary performance in sustainable transportation through strategies that promote walking, biking, carshare and transit use.
- Build upon the existing community and infrastructure development framework, e.g., the Land Use Plan, the Vancouver Campus Plan, Neighbourhood Plans, Sustainability Plans, the Vancouver Campus Climate Action Plan, infrastructure plans and economic development strategies, among others to pursue improvements on environmental, financial and social sustainability of new and existing UTown@UBC developments.
- Engage all UTown@UBC residents, including students, faculty, staff and residents in developing a conservation culture and in promoting and fostering sustainability through innovation, efficiency, conservation and integrated systems thinking.

3.0 KEY INITIAL AREAS OF FOCUS

➤ Community Engagement

- **Stakeholder Engagement Strategy:** Develop and implement a stakeholder engagement strategy to support the Community Energy and Emissions Plan (CEEP) and Waste and Water Action Plans (WAP). Jointly assess and develop frameworks and tools that assist communities to engage their constituents and stakeholders in these processes.
- **Communications and Education Strategy:** Develop and implement communications and education strategies intended to increase community engagement in sustainability programs and encourage sustainable behaviour by campus residents and businesses.
- **Community Surveys:** Design and undertake community surveys that include sustainability questions.
- **Community Involvement:** Encourage involvement of all residents living on campus in UNA programs.

➤ Energy Conservation and Efficiency:

- **Community Energy and Emissions Plan (CEEP)**
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➤ Waste Management

- **Waste Action Plan:** Develop a solid waste action plan to increase waste diversion, that identifies partnership opportunities between UBC and the UNA,
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- **Water Conservation Action Plan:** Develop a water conservation action plan that identifies partnership opportunities between UBC and the UNA.

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- **Building Standards**
 - **REAP Review.** The UNA will participate in a review of the Residential Environmental Assessment Program (REAP) and on a regular basis, UBC will share information with the UNA regarding sustainability achievements accomplished under the REAP program.

4.0 GUIDING PRINCIPLES

The following principles will guide the parties in developing and carrying out joint initiatives under this MOU.

- **UBC Place and Promise Principles:** Adhere to the core sustainability principles underpinning UBC's Place and Promise Strategic Plan.
- **UNA Sustainability Strategy Goals and Principles:** Follow the principles and address the goals of the UNA Sustainability Strategy.
- **Energy Plan Principles:** Follow principles of conservation, cooperation, coordination, innovation and efficiency underlying the *Clean Energy Act* and *Greenhouse Gas Reduction Targets Act* and other relevant government legislation.
- **Efficiency:** Avoid duplication of efforts and costs while being respectful and conscious of each Party's vision and mission.
- **Simplicity:** Choose the simpler, more efficient and more cost effective course of action unless there is a compelling reason to do otherwise.
- **Consistent Protocols:** Develop and implement simple, efficient and consistent protocols to facilitate and govern collective efforts.
- **Issue Resolution:** If issues arise concerning the interpretation or application of this MOU, the Parties shall resolve the matter through discussion to their mutual satisfaction.
- **Administrative Efficiency:** Allocate or share responsibility based on the respective strengths of each party and coordination of both Parties.
- **Mutual Respect:** Acknowledge and respect any limitations and obligations the other party may have:
 - under the *Freedom of Information and Protection of Privacy Act*;
 - under any other applicable laws;
 - under internal policies;
 - and with respect to its reputation.
- **Joint Communications:** When either UBC or the UNA undertakes a substantive initiative with environmental, social, or financial sustainability implications for UTown@UBC, best efforts will be made to communicate this to the other party with adequate opportunity for meaningful participation.

- **Compliance with Law:** In carrying out joint initiatives, the Parties will comply with all applicable laws.

5.0 ADMINISTRATION AND IMPLEMENTATION

- **Management of the Collaborative:** The Parties will establish a steering committee. The steering committee will develop terms of reference that will define how the collaborative relationship will be managed and clearly outline the roles and responsibilities of the Parties within the scope of this MOU.
- **Working Groups:** The Parties will establish working groups to undertake projects of mutual interest to both Parties within the scope of the MOU.
- **Expenditures:** Each Party is to bear its own costs in relation to meeting the aims and objectives of this MOU. All activities that may be carried out under this MOU are subject to the availability of appropriate funds and other resources.
- **Confidentiality of MOU:** The Parties understand that the content of this MOU is not confidential and that it may be shared with interested Parties.
- **Announcement of Initiatives:** Neither of the Parties will make public statements about initiatives that result from this MOU without informing and obtaining the permission of the Parties prior to doing so, which will not be unreasonably withheld.
- **Intellectual Property:** This MOU does not grant any right to either party to use each other's logos, trademarks or other intellectual property. Any such use will only be permitted through a legally binding agreement through the Parties. The treatment of Intellectual Property generated through Projects undertaken within the scope of this MOU will be addressed in Project Specific Project Collaborative Research Agreements.

6.0 Agreement Duration

Activities under this MOU will commence on the date of signature and can continue until December 31, 2020.

Either party may terminate the MOU at any time without liability by providing the other party with no less than 30 days written notice. In such event, the party wishing to terminate the MOU shall consult the other to determine the effect of such disassociation on activities in progress or to develop and implement alternate methods of collaboration.

The Parties have signed this memorandum of understanding as of [insert date]