

REGULAR COUNCIL

TO: Mayor & Council **DATE: January 29, 2018**

FROM: General Manager, Investment & Intergovernmental Relations **FILE: 0540-20**

SUBJECT: Mayor's Economic Advisory Committee

RECOMMENDATION

The Investment & Intergovernmental Relations Department recommends that Council receive this report as information.

INTENT

The intent of this report is to advise Council that a Mayor's Economic Advisory Committee will be struck to replace and expand upon the existing Investment and Innovation Committee.

BACKGROUND

In 2014, the Investment and Innovation (I&I) Committee was created to provide Council with information and guidance on issues related to investment and innovation opportunities and challenges in the City of Surrey. The I&I Committee is comprised of the Mayor, three Councillors and senior staff from the Investment and Intergovernmental Relations Department and the Information Technology Division. On occasion the I&I Committee received presentations from academia or industry, but no external parties have sat as members of the I&I Committee.

Over the last four years, the I&I Committee has been closely involved in the design and successful delivery of the City's key economic development and innovation projects, including Innovation Boulevard and work related to Surrey's Smart Cities agenda.

In order to ensure Surrey is well-positioned to optimize local, national and global opportunities, and with the recent launch of a new Surrey Economic Strategy, it is an ideal time to strike a new Committee with an expanded focus and a membership that includes regional agencies and private industry leaders. This new Committee would leverage and build on the successful outcomes of the Investment and Innovation Committee.

DISCUSSION

In 2017, the City launched its new Economic Strategy. This Strategy outlines the City's ambitions to realize economic opportunities resulting from metropolitan transformation, technology development and the advancement of Surrey's growing innovation ecosystem.

In order to maximize outcomes, the City would benefit from adopting a broader, more regional perspective and receiving the input of thought leaders responsible for key infrastructure and industry assets that support the economy. The Mayor's Economic Advisory Committee (the "MEAC") will convene this group and facilitate discussions critical to ensuring Surrey continues to increase its local, regional and global competitiveness. The Surrey Board of Trade expressed support for this concept during a presentation to the November 27, 2017 Finance Committee meeting.

The Mayor's Economic Advisory Committee will be comprised of up to 15 members representing a cross section of the local and the regional economy. The Terms of Reference for MEAC are attached as Appendix "I".

The first meeting of the Mayor's Economic Advisory Committee is anticipated to be held in early Q2 2018.

SUSTAINABILTY CONSIDERATIONS

The Mayor's Economic Advisory Committee will focus on developing and fostering economic opportunities for Surrey and will help in achieving City of Surrey's Sustainability Charter objectives including the following Desired Outcomes (DO) and Strategic Directions (SD):

Economy

DO4 Surrey's economy is diversified with a mix of service, industrial, agricultural and innovation-based businesses.

Innovation

DO14 Surrey is the region's innovation hub, focusing on health and clean technologies, and creating significant local and regional economic impacts.

SD10 Support the development and growth of key sectors including health technology, clean technology, advanced manufacturing, agri-innovation and the creative economy.

SD11 Connect business, universities, industry associations and non-profits to collaborate on research and innovation economic development planning and projects.

CONCLUSION

The Investment & Intergovernmental Relations Department recommends that Council receive this report as information.

Donna Jones
GM, Investment & Intergovernmental Relations

Appendix "I": Terms of Reference for the Mayor's Economic Advisory Committee

MAYOR’S ECONOMIC ADVISORY COMMITTEE (MEAC) TERMS OF REFERENCE

1. MANDATE:

The Mayor’s Economic Advisory Committee (MEAC) provides feedback and advice to the City of Surrey and its Council on issues, initiatives, and policies related to local economic development, within a regional context, and with a strong focus on technology development and innovation.

2. ROLE:

The Mayor’s Economic Advisory Committee will:

- (a) Identify economic challenges, opportunities, and trends that could help the City of Surrey maximize economic growth potential.
- (b) Act as a sounding board on new and proposed economic development plans, policies, and initiatives, including reports or publications related to economic development.
- (c) Facilitate strategic partnerships and initiatives involving educational institutions, businesses, and other public and private stakeholders.
- (d) Advocate the economic development related initiatives of the City locally, regionally, nationally, and internationally.
- (e) Partner with the City on initiatives that contribute to the economic success of the community.
- (f) Consider and make recommendations to Council on any other matters referred to the Committee by Council.

3. MEMBERSHIP:

- (a) The Committee will consist of up to Fifteen (15) voting members, as follows:
 - Mayor (Chair);
 - Vice-Chair;
 - Up to three (3) City Councillors (includes the Vice-Chair);
 - City Manager;
 - Two (2) representatives from Regional Port Authorities (i.e. YVR, Port Metro Vancouver);
 - Two (2) representatives from Post-Secondary Institutions;
 - Two (2) representative from Surrey’s Innovation Ecosystem (Innovation Boulevard and Foresight Cleantech Accelerator); and
 - Four (4) executive-level industry representatives.

- (b) The Vice-Chair will be a Councillor appointed by the Mayor
 - The Vice-Chair will preside at any meeting where the Chair is absent.
- (c) The selection of Industry Representatives will be based on the following criteria:
 - Is a senior level decision-maker with a well-developed network within the regional business community;
 - Is a strong collaborator and group problem solver;
 - Has the ability to commit the necessary time; and
 - Has demonstrated a strong interest in Surrey's economic development.
- (d) Term: Industry Representatives will serve two-year terms, which can be renewed to a maximum of two terms. Any member who fails to attend three consecutive meetings, without reasonable explanation, is deemed to have resigned.

4. MEETINGS:

- (a) Meetings will be held at the call of the Chair.
- (b) The Committee will meet at least four (4) times per year.
- (c) Quorum for a meeting of the Committee is one half (1/2) of the voting members plus one (1) member.
- (d) Minutes of meetings of the Committee will be recorded by the Legislative Services Department and forwarded by the City Clerk to a Regular Council meeting as information and, where recommendations are included in the minutes, for consideration by City Council.

5. AMENDING, MODIFYING, OR VARYING TERMS OF REFERENCE:

- (a) Any request for amendment, modification or variation to these ToR can be enacted by the Mayor.

6. STAFF ASSISTANCE

- (a) In addition to the participation of the GM, Investment & Intergovernmental Relations, the Director of Information Systems and the Manager, Economic Development, staff assistance will be provided to the Committee, as necessary, by:
 - Staff of the Investment and Intergovernmental Relations Department; and
 - Other staff as required.