

Date November 17, 2021
TO: Facilities Planning Committee
FROM: David Green - Secretary Treasurer
John Dawson – Director of Educational Planning

ITEM 1.1

RE: 2020 LRFP Update Process and Timeline

Reference to Strategic Plan:

Goal 4: Provide effective leadership, governance, and stewardship.

Objectives:

- *Effectively utilize school District resources and facilities.*

INTRODUCTION:

The [Long Range Facilities Plan \(LRFP\)](#) is a strategic planning framework and source of information that fulfills two Ministry of Education requirements:

- Providing a mechanism to demonstrate to the Ministry that the District is using its facilities effectively and efficiently to support educational goals
- Providing a rationale for the District's requests for capital investment from government

The LRFP is also a strategic framework and source of information for key local decisions with respect to educational programming, enrolment management, and operational goals for facilities.

The LRFP is designed to communicate the Board of Education's vision, relevant and up to date information, and ongoing planning processes that advance the strategic goals of the District. As such, the LRFP has three components:

- Vision, Regulatory Requirements, Guiding Principles and Planning assumptions
- Base Case and Future Scenarios - Annual Snapshot of District demographics, enrolment, facilities, progress of the seismic mitigation program, and educational programming information and potential future scenarios
- Local Planning Studies and Reports

The purpose of this report is to provide details about work that has been completed and work that will be undertaken to update the LRFP, which will be focussed on updating annual snapshot information.

This report is for information.

BACKGROUND:

In Appendix C of its Capital Plan Instructions, the Ministry of Education sets out [Long-Range Facilities Plan Guidelines](#) which contain the following direction for boards of education:

Each board of education is expected to have a Long-Range Facilities Plan (LRFP) in place for its school district that lays out various management strategies regarding its inventory of capital assets - primarily to support changes in student enrolment and educational programming goals. Although a current LRFP is not required to be included as part of a Five-Year Capital Plan submission, the Ministry may request a school district to reference relevant sections of the LRFP to help inform its capital plan review process.

The Board approved the following recommendation on January 25, 2020:

It is recommended that the Vancouver Board of Education approve the 2020 Long Range Facilities Plan.

At that time, it was envisioned that in future years LRFP updates would be provided to the Board in the late spring. The following considerations were important in determining the optimal timing for the update process:

- Availability of the most up to date enrolment forecasts to include in the LRFP
- Establishing a strong relationship between the information in the LRFP and reviewing capital planning priorities.

DISTRICT CONTEXT:

Enrolment

As reported in the Enrolment Update report provided at the November 17, 2021 meeting of the Finance Committee, the impact of Covid-19 has exerted downward pressure on VSB enrolment that, combined with the existing established downward enrolment trend, has resulted in an enrolment decline of over 1,000 students since 2019.

Seismic Mitigation Program

The Seismic Mitigation Program (SMP) has continued to progress towards the goal of creating seismically safe facilities in which District students and staff learn. In the last year, five schools (Eric Hamber Secondary, Edith Cavell Elementary, David Lloyd George Elementary, David Livingstone Elementary and Dr. George M. Weir Elementary) have proceeded from the design stage to the project construction. In the past year, construction at six other schools was completed, and students and staff are working and learning in these seismically safe facilities. Four of the recently completed projects were seismic upgrades to existing facilities – Chief Maquinna Elementary, General Wolfe Elementary, Lord Selkirk Elementary and Lord Byng Secondary and two schools – Lord Tennyson Elementary and Sir Stanford Fleming Elementary - were seismic replacement projects.

Capital Plan and Long-Term Investment Plan

In the Ministry's Capital Plan Response Letter received in May, 2021, Ministry staff formally requested to work alongside the District to develop a [Long-Term Investment Plan](#) that 'incorporates information from the recently approved Long Range Facilities Plan information, seismic priorities, partnerships, public use of facilities and enrolment changes in communities, including Olympic Village'. The LTIP report is intended to support the capital investment priorities set out in the [2022-23 Five-Year Capital Plan Submission](#) (Item 4.5) by highlighting and contextualizing information in the LRFP. In particular, the LTIP details the planning methodology used by the District to identify priorities for capital investment set out in the 5YCP in alignment with the mandate of the provincial Seismic Mitigation Program (SMP) which is to provide seismically safe schools to accommodate students as quickly and as cost effectively as possible. The LTIP

was provided for information to the Facilities Planning Committee at its meeting on October 6, 2021 and has been forwarded to the Ministry. It will be added to the LRFP as an appendix. The government has not advanced any new funding for major capital projects to the District since 2019.

LRFP IMPLEMENTATION 2021 – LOCAL PLANNING STUDIES

Since January 2021, the following reports identifying completed work or work in progress towards advancing the goals and objectives of the LRFP have been presented to the Facilities Planning Committee.

Figure 1 – LRFP Implementation

Meeting Date	Report Title
Mar 10, 2021	Data Sharing Memorandum of Understanding (Item 2.1)
	Preferred School Size Working Group (PSSWG) Final Report and Recommended Guidelines (Item 4.2)
	Kindergarten Enrolment-Full Schools Overview (Item 2.3)
	South Portion of Sir Sandford Fleming School Site – Consultation prior to the potential surplus Declaration (Item 4.1)
May 5, 2021	South Portion of Sir Sandford Fleming School Site – Surplus Declaration Consultation
June 14, 2021	Draft 2022/2023 Five Year Capital Plan Submission (Item 4.5)
October 6, 2021	LTIP Staff Report and Final Report

LRFP UPDATE PROCESS

The reports identified in Figure 1 above represent the ongoing operational work to implement the LRFP. This section will set out the rationale, process, and timeline for updating the Base Case and Future Scenarios component of the LRFP.

The purpose of annually updating the Base Case and Future Scenarios is to ensure that Long Range Facilities Planning is a transparent and accountable process. In addition to fulfilling Ministry requirements, the Base Case and Future Scenarios component of the LRFP is an accessible source of information that serves as a valid and reliable resource to inform planning processes and decision-making. The LRFP is further supported by updates, information, and open data available from the [Educational Planning and Facilities](#) website.

Scope of Update Work

- Continue to maintain and develop the Educational Planning and Facilities website.
- Update enrolment and facilities data
- Update text to reflect progress in implementation of the LRFP
- Update program information to reflect program changes
- Add LTIP as an appendix
- Update appendices
- Report to FPC and Board as appropriate

Five-year Capital Plan

- Annual review of zonal investment priorities identified in the Capital Plan in consideration of changes to District enrolment trends, newly supported projects, and new project agreements.

Seismic Mitigation Program

- Continue to work with the Ministry of Education and the Vancouver project office towards the LRFP goal of having seismically safe schools to accommodate all students and staff. Whenever possible, leverage funding from this program to build new replacement schools as the preferred option. This will allow redesign for modern learning, improved seismic safety and reduce the deferred maintenance liabilities and ongoing upkeep costs.

Olympic Village

- Conduct a local planning study to determine catchment and enrolment options for the new school at Olympic Village
- Work with the City of Vancouver on the planned rooftop 0-5 Childcare initiative

Coal Harbour

- Conduct a local planning study to determine catchment and enrolment options for the Downtown Families of Schools in the context of the scheduled occupancy of the new school at Coal Harbour in 2024, and the availability of additional capacity at the Lord Roberts Annex (LRA) site in the future
- Work with the City of Vancouver on the rooftop 0-5 Childcare initiative and site design
- Engagement with the School Advisory Group

Lord Roberts Annex Site

- Engagement with the LRA School Advisory Group
- Schematic design work with design team
- Coordination work with BC Hydro on the construction of the underground substation

Britannia Renewal Process

- Continue to work in partnership with the City of Vancouver and other site partners on the Britannia Site Renewal process to work towards a rezoning application

W.E. Connect (King George Renewal Plan)

- Continue to work in partnership with the City of Vancouver and other site partners on the W.E. Connect project as the process moves towards the master planning phase

Fleming Site Disposition

- Continue the implementation of Policy 20 – Disposal of Land or Improvements
- Bring subdivided land parcel to market
- Evaluate proposals from proponent
- Select a proponent to negotiate the final disposition

Carleton Elementary School

- Conduct a local planning study of alternate educational or public uses for Carleton Elementary School and/or site
- Pending outcome of the planning study, initiate a school closure process

Space for Childcare

- Review current space use, and identify future opportunities for appropriate space to support continued expansion of provision of childcare services in Vancouver at VSB sites

Temporary Accommodation

- Study the future need of sites identified for Temporary Accommodation (swing sites) to support the Seismic Mitigation Program

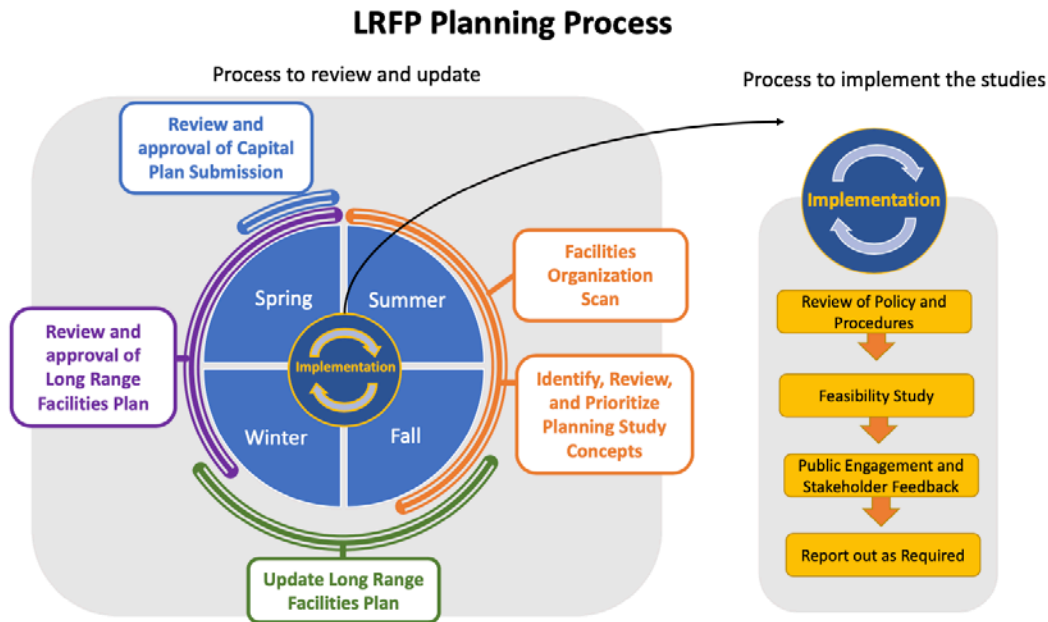
Portable Inventory

- Evaluate the current District's portable inventory with respect to current and future needs, operating costs, financial liability, site considerations.

LRFP APPROVAL PROCESS

As stated above in the background section, the Ministry of Education expects school boards to have a LRFP 'in place'; however, there is no guidance or requirement from the Ministry with regards to the frequency of a Board approval process of an LRFP, or the frequency of updates. This year, the request by the Ministry for an LTIP introduced a new planning component to the Capital Planning process which is unique to the District. As part of the LRFP update process the LTIP will become part of the Base Case and Future Scenario document in the form of an appendix.

Figure 2 – LRFP Planning Process



As part of the LRFP development process the concept of an annual planning cycle as show in figure X above was introduced by staff to the Facilities Planning Committee in 2020. The above concept was introduced with the following intended outcomes:

- Increase the transparency, and predictability of the LRFP process
- Align the LRFP process with the Capital Plan process and the requirement for annual board approval of the Five-Year Capital Plan
- Emphasize that Long Range Facilities Planning is an ongoing process rather than an event

The development and production of the LTIP at the request of the Ministry was a significant addition to the Capital Planning Process and as that document will form part of the LRFP, a Board LRFP approval in 2021-22 is aligned with the planning process introduced last year and the inclusion of the LTIP in the LRFP.

LRFP UPDATE PROCESS ROADMAP

The final draft of the updated LRFP will be presented to the Facilities Planning Committee on May 5, 2022.

Figure 3 – Update Roadmap

Date	Event	Actions
November 17, 2021	Facilities Planning Committee	<ul style="list-style-type: none"> • Report to FPC with LRFP Update Process, Planning Priorities, and Timeline
May 5, 2022	Facilities Planning Committee	<ul style="list-style-type: none"> • Review of Final Draft 2021 LRFP • Recommendation for approval
May 22, 2022	Board Meeting	<ul style="list-style-type: none"> • Approval of Final Draft 2021 LRFP

SUMMARY:

- The LRFP is a strategic framework and source of information that fulfills ministry requirements and informs local planning decisions
- The LRFP has three components:
 - Vision, Regulatory Requirements, Guiding Principles and Planning assumptions
 - Base Case and Future Scenarios
 - Local Planning Studies and Reports
- Data in the Base Case and Future Scenarios component of the LRFP are included within the scope of the 2021-22 LRFP update process
- Long-range planning priorities have been identified
- The LTIP will be included as an appendix of the LRFP

CONCLUSION:

This report is provided for information.

ITEM 1.1

Long Range Facilities Planning Updates

J. David Green, Secretary-Treasurer

J. Dawson, Director of Educational Planning

Purposes of an LRFP

- The [Long Range Facilities Plan \(LRFP\)](#) is a strategic planning framework and source of information that fulfills two Ministry of Education requirements:
 - Providing a mechanism to demonstrate to the Ministry that the District is using its facilities effectively and efficiently to support educational goals
 - Providing a rationale for the District's requests for capital investment from government
- The LRFP is also a strategic framework and source of information for key local decisions with respect to educational programming, enrolment management, and operational goals for facilities.

Purpose of LRFP Update Report to FPC

LRFP Update Process and Timeline

LRFP Implementation

- Local Planning Studies
- Long-term Planning Priorities

Three Components of the LRFP

Vision, Regulatory Requirements Guiding Principles and Planning Assumptions

Base Case and Future Scenarios

Local Planning Studies and Reports

LRFP Guidelines

- From Capital Plan Instructions Appendix C

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District Context

Enrolment	Decline accelerated by Covid
Seismic Mitigation Program	5 schools have advanced to construction phase Construction completed at 6 schools
Capital Plan and Long-Term Investment Plan	Development of Long-Term Investment Plan in collaboration with Ministry Staff No new major capital projects funded since 2019

LRFP Implementation 2021 – Key Results

Data Sharing MoU with CoV

Guidelines for Preferred School Size

Kindergarten Enrolment – Full Schools Overview

South Portion of Sir Sandford Fleming Site – Consultation and Surplus Declaration

Draft Five-Year Capital Plan Submission

Long-Term Investment Plan

LRFP Update Process – Base Case and Future Scenarios

- Educational Planning and Facilities Website
- Update Enrolment and Facilities Data
- Update text to reflect progress towards implementation of LRFP
- Update program information
- Add LTIP as an appendix
- Update Appendices
- Report to FPC and Board



LRFP Implementation – Planning Priorities

- Five-year Capital Plan
- Seismic Mitigation Program
- New Schools – Coal Harbour, Olympic Village, Lord Roberts Annex Site
- Master Planning - Britannia Site Renewal, W.E. Connect (King George)
- Land Asset Management – South Portion of Fleming Site Disposition
- Carleton – Alternative educational or public uses
- Space for Childcare
- Temporary Accommodation - Future needs
- Portable Inventory

LRFP Update Roadmap

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QUESTIONS?

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Long Range Facilities Planning Updates