

DISTRICT OPERATIONS – BUSINESS SERVICES
Reporting to Public Session, Tuesday, March 29, 2022

1. Long-Range Facility Plan Engagement Process

The existing Long-Range Facility Plan (LRFP) was approved by the Board of Education in April 2018 and has provided strategic direction to inform the 5-year capital plan submissions required by the Ministry of Education. In March 2019 the Ministry of Education updated their Long-Range Facility Plan Guidelines and the existing district LRFP substantively complies with these revised guidelines.

The initial plan was to update the LRFP during the 2020/21 school year however, due to the COVID-19 pandemic and the inability to adequately complete an engagement process, it was decided to defer starting the process until the 2021/22 school year.

Russell Horswill, Secretary-Treasurer, will present information on the LRFP Engagement Process.

Recommendation:

THAT the Board of Education approve the Long-Range Facility Timeline contained herein.

Board Report

Date: March 29, 2022
To: Board of Education – Public Meeting
From: Russell Horswill, Secretary-Treasurer
Subject: Long-Range Facility Plan Engagement Process

Background:

The existing Long-Range Facility Plan (LRFP) was approved by the Board of Education in April 2018. Since then the LRFP has provided strategic direction to inform the 5-year capital plan submissions required by the Ministry of Education.

The Burnaby Board of Education's 2019-2024 Strategic Plan contains the following objectives under the key priority "**A Modern, Safe and Sustainable Learning Environment**", Goal 2 – Develop a Long-Range Facility Plan consistent with Ministry Guidelines:

- i) Collaborate with the City of Burnaby as they update their Official Community Plan (OCP) to inform future enrolment projections.
- ii) Develop and implement a multi-year strategy to seismically mitigate all schools with a "High" (H1, H2, or H3) government rating.
- iii) Improve the overall quality of the District's security services, such as video monitoring, building alarms, and security monitoring.

The Ministry of Education updated their Long-Range Facility Plan Guidelines in March 2019, and can be accessed [here](#). The existing district LRFP substantively complies with these guidelines.

COVID-19 Pandemic:

Initially, the Board had discussed updating the LRFP during the 2020/21 school year however, due to the COVID-19 pandemic and the inability to adequately complete an engagement process, it was decided to defer starting the process until the 2021/22 school year.

The rationale for delaying the timeline from the 2020/21 school year was the inability to engage with the Burnaby community given public health limitations. It was thought that if the pandemic was under control and public health restrictions eased, that the engagement process could start the Fall of 2021, with a final report being presented in April 2022.

Considerations:

The school district has created four educational zones (Brentwood North, Cariboo Lougheed, Central West, and Kingsway South), see attached map. These educational

zones support the development of one LRFP that addresses the unique needs of each zone.

The five-year capital plan submission approved at the September 2021 Board meeting contains future site requirements to meet the projected enrolment growth. It is anticipated that school sites will be required in the Brentwood, Lougheed, and Edmonds Town Centres. Additionally, discussions are occurring to secure a Bainbridge Town Centre site.

Through the development of the Board Strategic Plan, the Board indicated that the LRFP represents an opportunity to engage the community (parents, staff, students, and general public) in the creation of the next report iteration. The Board discussed the establishment of an Ad Hoc committee with two Trustee representatives to guide the LRFP engagement process.

The existing 2018 LRFP continues to meet the school district's needs. The Ministry of Education views it a logical and supports the priorities contained within the document. From a capital project approval perspective, the next "list" of projects will proceed in due course (Cameron and Brentwood Park being the next priorities). The state of the LRFP affords the Board time to develop an engagement process that provides real opportunity for input, within the safety limitations brought on by the COVID-19 pandemic.

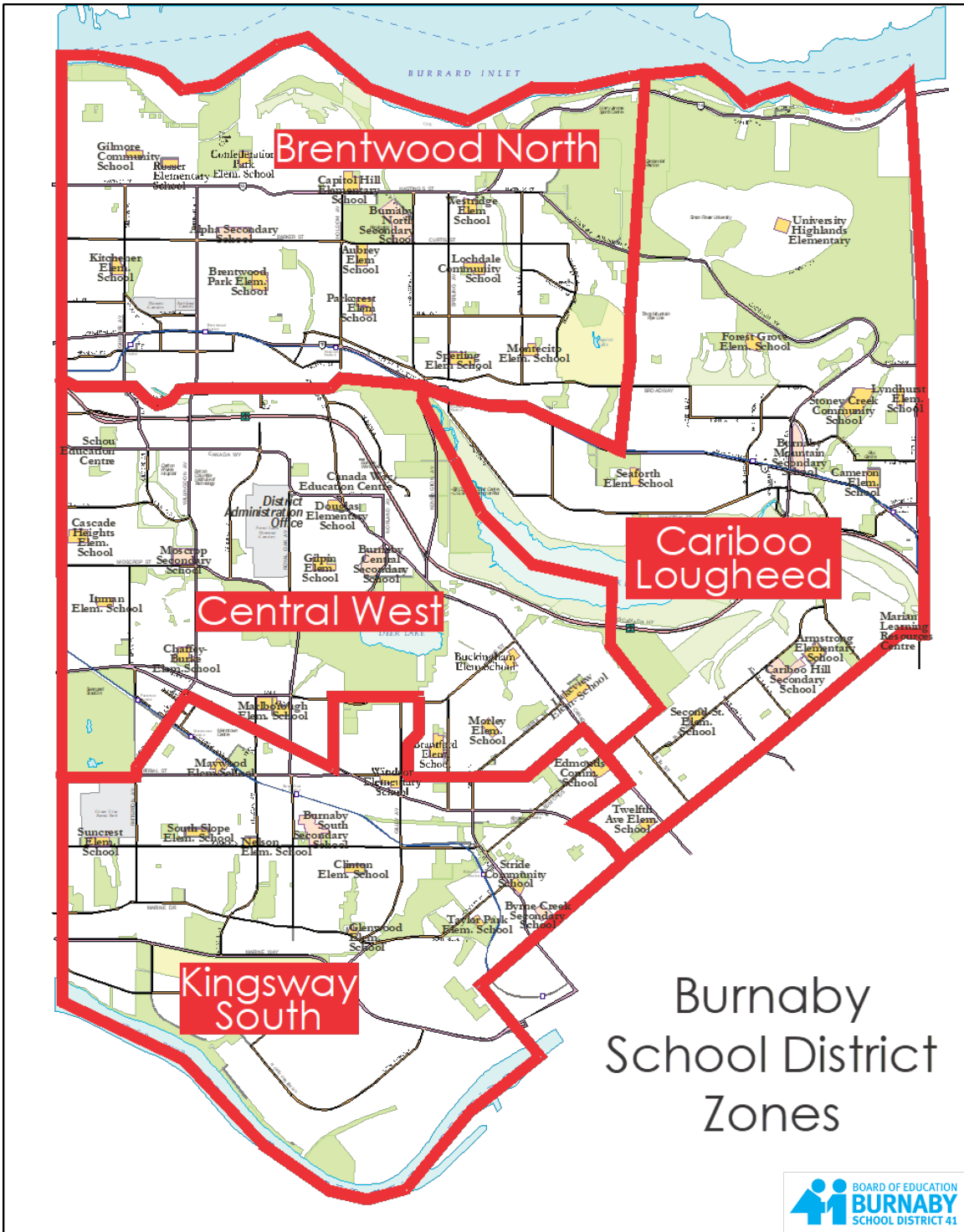
The attached "Timeline and Process Considerations" provides time to conduct research to inform the next LRFP and to ensure engagement occurs early in the process and at the end, prior to the plan being finalized. Staff require time to work with the City of Burnaby to better understand developments that are being considered. This work has begun but likely won't be complete until the end of March 2022.

The processes provided is divided into four task areas:

1. Information Sharing/Input Opportunity (November 2021 – June 2022)
2. Review Feedback – Develop Draft LRFP Report (December 2022)
3. Selecting a Strategic Direction (December 2022 – March 2023)
4. Final Report/Capital Plan Submission (March – June 2023)

Recommendation:

THAT the Board of Education approve the Long-Range Facility Timeline contained herein.



REVISED 2023 – LRFP Development Plan Timeline and Process Considerations

Internal Stakeholder and Community Engagement Process/Timeline

Information Sharing/Input Opportunity (November 2021 – June 2022)

- City of Burnaby **March 2022**
 - Meeting with Planning Department to review long-range development in all city areas
 - Sharing enrolment trends data (5-year historical/10-year projection)
 - School site acquisition (Brentwood Town Centre/Lougheed Town Centre/Edmonds Town Centre/Metro Town Centre AND Bainbridge Development)

- Internal Stakeholders (BTA, CUPE, DPAC, and DSAC) **May 2022**

Considerations:

 - District demographic/growth projection presentation
 - 2021-22 & 2022-23 Capital Plan submission
 - Question & Answer
 - Generative Dialogue – initial input for consideration

- Education Zone Meetings (Zoom Meetings) **May 2022**
 - Brentwood North Zone
 - Cariboo Lougheed Zone
 - Central West Zone
 - Kingsway South Zone

Considerations:

 - Zone demographic/growth projection presentation
 - 2021-22 & 2022-23 Capital Plan submission
 - Question & Answer
 - ThoughtExchange – LRFP generative question

- DPAC Meeting (Zoom Meeting) **June 2022**

Considerations:

 - District demographic/growth projection presentation
 - 2021-22 & 2022-23 Capital Plan submission
 - Question & Answer
 - ThoughtExchange – LRFP generative question

Pause Process for Local Civic Election – Re-engage December 2022

Review Feedback – Develop Draft LRFP Report

December 2022

Selecting a Strategic Direction (December 2022 – March 2023)

- Internal Stakeholders (BTA, CUPE, DPAC, and DSAC)
Considerations: **February 2023**
 - Summary of consultation input received
 - LRFP Education Zone Options
 - Pros & Cons analysis
 - Capital Plan impact
 - Cost analysis
 - Probable timeline
 - Generative Dialogue – Strategic Direction

- Education Zone Meetings (Zoom Meetings) **March 2023**
 - Brentwood North Zone
 - Cariboo Lougheed Zone
 - Central West Zone
 - Kingsway South ZoneConsiderations:
 - Summary of Consultation Input
 - LRFP Education Zone Options
 - Pros & Cons analysis
 - Capital Plan impact
 - Cost analysis
 - Probable timeline
 - ThoughtExchange – Strategic Direction

- DPAC Meeting (Zoom Meeting) **March 2023**
 - Summary of Consultation Input
 - LRFP Education Zone Options
 - Pros & Cons analysis
 - Capital Plan impact
 - Cost analysis
 - Probable timeline
 - ThoughtExchange – Strategic Direction

Final Report/Capital Plan Submission (March – June 2023)

- Finalize LRFP Document **March 2023**
- Committee of the Whole presentation (Public) **April 2023**
- Community information sharing/final comments **April 2023**
- Committee of the Whole - Private Draft Report **May 2023**
- Board Approval **May 2023**
- Capital Plan submission **June 2023**