



12 January 2011

Report No. 10-248 to Business Services Committee

Re: OCDSB Capital Priority Submission to the Ministry – January 2011

ORIGINATORS: Michael Carson, Superintendent of Facilities
Karyn Carty Ostafichuk, Manager of Planning
Ian Baxter, Planning Coordinator

PURPOSE:

1. To provide the Board with background related to the capital planning process and to submit to the Ministry of Education a list of Board-approved capital priority projects for the OCDSB which are required for the period up to and including the 2015-2016 school year.

BACKGROUND:

2. In 2005 the Ministry of Education announced its 'Good Places to Learn' (GPTL) initiative. Included within the announcement was the requirement for all school boards to submit a comprehensive five year Capital Plan to the Ministry as a condition of future accommodation funding.
 - 2.1 Further to the GPTL announcement, in June 2006 staff completed a 'Draft Capital Plan' which was submitted to the Board and the province as per Ministry requirements.
3. Since that time, the province has announced and implemented a number of new program and policy initiatives which have impacted the evaluation of future space requirements and availability of funding.
 - 3.1 New programs included the Primary Class Size cap and the on-going phase-in of the Full-Day Early Learning Kindergarten (FDELK) program.
 - 3.2 Newly created revenue streams included Growth Schools to fund capital construction in areas of new development and Prohibitive to Repair funding for schools in poor physical condition.
4. Report No. 10-124 'Capital Plan' was provided to trustees at the June 9, 2010 meeting of Business Services Committee. The report outlined a schedule for the completion of an updated, comprehensive, OCDSB Capital Plan with a consultation process to follow.
 - 4.1 Staff commenced background work in support of a new capital plan during the summer.

STATUS:

5. In a memorandum dated September 1, 2010 (2010: B10 attached as Appendix 1) the Ministry of Education requested that school boards immediately commence a process in order to provide it with business cases reflecting proposed capital priorities that need to be completed up to and including the 2015-2016 school year.

6. Although the Ministry has indicated that funding for the 2010-2011 school year is extremely limited, this exercise is significant as it will provide a template for capital requirements by board, for a five-year period, for the entire province.
7. The memorandum outlined a process for the completion of final business cases which included the submission of draft versions by staff to the Ministry by October 29, 2010.
8. Report No. 10-203 titled 'Capital Plan Update' was presented to Board in November 2010. The report identified a draft listing of capital projects which were to be provided to the Ministry as per the timelines contained in the September 1 memo.
 - 8.1 These projects focused mainly on areas of the District where space needs were more immediate. Many of these proposed projects had been submitted to the Ministry during previous processes.
9. A final capital priorities submission is to be forwarded to the Ministry by January 28, 2011. This submission is to be approved by the Board of Trustees.
10. Attached is a table which reflects staff's recommended list of proposed capital projects through the 2015-2016 school years (Appendix 2). Included in the Appendix is a brief narrative summary and description of each recommended capital priority and a map illustrating the review areas referenced in the table.
 - 10.1 In addition to those projects driven by growth-related space requirements, the table includes a number of projects related to facility condition issues, current and future accommodation reviews, and cyclical program and accessibility upgrades.
11. As indicated earlier in the report, prior to the September 2010 Ministry directive to submit an updated list of capital priorities, staff had been in the process of completing background work related to the preparation of an updated OCDSB Capital Plan.
12. The plan will provide the Board with a 10-year accommodation outlook for each school and review area of the District, incorporating the implementation of the FDELK program at all OCDSB schools by 2015.
13. FDELK program needs have been assessed separately and transmitted to the Ministry of Education. Although not detailed herein, staff estimates those capital costs to range between \$4M and \$6M. The Ministry FDELK program capital allocation is not expected to be announced until late spring.
14. Supporting data and analysis contained within the plan will account for, and be largely based upon, the following:
 - i) student success as articulated in the strategic plan;
 - ii) current and projected enrolment/space requirements by school and by review area;
 - iii) availability of funding/financial capacity of the District;
 - iv) shifting population and program trends;
 - v) facility condition/health and safety issues;
 - vi) Ministry policy and program initiatives;

- vii) larger City planning issues; and
 - viii) student accommodation and/or program review outcomes.
15. A timeline for the next ten years will be provided in the plan which will identify proposed capital projects by particular category of need.
- 15.1 Categories may include: new facility construction due to enrolment growth and space limitations; existing facility condition renewal and rejuvenation; addition of new permanent space related to growth and/or revised program delivery; capital upgrade due to program and accessibility need; and capital expenditures related to accommodation reviews and planned school consolidations.
16. Although the timing of the capital priorities submission is not in sync relative to the Board's own Capital Plan process, it should be understood within Ministry context. This is the latest iteration in a process which is updated on a regular basis and helps the province plan its longer-term capital budget. It is therefore most important that the OCDSB ensure that its anticipated future needs are communicated.
17. Once completed, the Board's Capital Plan would be submitted to the Ministry and would supplement, and possibly, update the list of capital projects submitted as part of this priorities iteration.

CONSULTATION

18. It is staff's expectation that a fulsome schedule and consultation process for the OCDSB's comprehensive Capital Plan will be brought forward to trustees in spring 2011.

FINANCIAL IMPLICATIONS:

19. The Ministry of Education has announced a small capital allocation for the current school year (2010-2011); however, identification of the District's needs via an updated capital priorities submission is key to future provincial planning and the securing of available funding for the Board.

RECOMMENDATION:

It is recommended:

That the list of projects contained in Appendix 2 of report No. 10-248 be approved and submitted to the Ministry of Education as OCDSB Capital Priorities for the period up to and including the 2015-2016 school year.

Barrie Hammond
Director of Education and
Secretary of the Board (Interim)

Michael Carson
Superintendent of Facilities

Ministry of Education

Ministère de l'Éducation

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2010: B10

MEMORANDUM TO: Directors of Education
Secretary/Treasurers of School Authorities

FROM: Gabriel F. Sékaly
Assistant Deputy Minister

DATE: September 01, 2010

SUBJECT: Request for Updated Capital Priorities

As outlined **Memorandum 2010:SB29 \$120M in Capital Funding Available for 2010-2011**, the Ministry does not have a capital funding allocation beyond the approximate \$120M for 2010-11. However, the Ministry is requesting that school boards update their capital priority information based on the process and parameters outlined below in order to support the Ministry's long-term capital planning process.

This process to update capital priorities is separate from the process outlined in Memorandum 2010:SB29 regarding the identification of the most urgent and pressing capital needs, although we expect to see many of the same projects. The process outlined in this memorandum is similar to the process followed for the Capital Priority funding in 2008-09 (**Memorandum 2008:B12**).

Priority Capital Projects

Boards are requested to provide the Ministry with business cases reflecting the board's most recently approved or proposed capital priorities that need to be completed up to and including the 2015-16 school year. These submissions will support the Ministry in understanding and explaining the need for ongoing capital investments in the education sector.

A template is available in the School Facilities Inventory System (SFIS) for boards to identify capital priorities and submit the associated business cases. Boards may also resubmit business cases with updated information for previously identified capital priority projects. Projects identified in response to 2010:SB29 should also be submitted in the Capital Priorities section of SFIS.

Boards are asked to submit their prioritized business cases by October 29, 2010. These business cases will not be 'locked' upon submission. Boards will have an opportunity to amend their capital priorities until January 28, 2011 to reflect direction from your boards of Trustees.

Each board's capital analyst is available to work with your board on the update of its capital priorities and the preparation of their business cases. A list of analysts and their portfolio of assigned boards is attached to this memorandum.

Business Case Considerations

The Ministry asks boards to focus on projects that meet one or more of the needs outlined below:

a) Accommodation Pressure: These include projects that historically may have been funded through pure New Pupil Places (NPP), growth schools and/or enrolment pressures. Essentially, they are scenarios where enrolment is projected to persistently exceed capacity at a school or community level.

In explaining the capital project, the board should demonstrate:

- that there is not sufficient surplus capacity at nearby schools of the same panel to accommodate the excess enrolment at the school(s), and
- that this issue is expected to persist for the next 10 years.

b) Facility Condition: These include projects that historically may have been funded through Prohibitive to Repair. Projects in this category involve the replacement or major retrofit of schools that have high renewal needs relative to the cost of an appropriately sized new facility.

In explaining the capital project, the board should demonstrate:

- that the renewal needs are sufficiently high - either through historic Ministry-led condition assessments, or subsequent board assessments,
- opportunity to benefit from right-sizing the facility,
- potential savings to future renewal and/or operating costs, and
- other benefits such as improved accessibility, programming and/or energy efficiency.

c) School Consolidations: These include projects that historically may have been funded through Prohibitive to Repair or Capital Priorities. Projects in this category enable the board to reduce their excess capacity to better focus their resources. This category includes projects resulting from accommodation review recommendations.

In explaining the capital project, the board should be able to demonstrate:

- how the facilities in the area will be right-sized to support continued accommodation needs,
- the results of the accommodation review process (where applicable),
- potential savings to future renewal costs, and
- other benefits, such as improved accessibility, programming and/or the energy efficiency.

d) Top-up: These include projects that have already been funded at Ministry benchmarks, but require additional funding support due to costs not considered in the benchmark calculation and/or changes to the board's accommodation needs.

In these cases, the board should be able to demonstrate (where applicable):

- the projected costs that have not been covered in the original benchmark funding approval, and/or
- how the accommodation needs for the area have changed from the original approved business case.

e) Other: These include program or policy related projects that involve addressing the need for program space based on curriculum requirements, community use of schools, or Municipal requirements. Examples might include:

- Lack of an appropriate gym, science lab, library or other specialized teaching space, based on panel, enrolment and curriculum requirements,
- Capital barriers to community use of schools and/or facility partnerships, or
- Accessibility improvements.

In these cases, the board should be able to demonstrate how the projects will contribute to and/or support student achievement and/or support the role of the school in the community.

Other Considerations

In addition, business cases should include how each project supports the board in addressing the following objectives, where appropriate:

- Improving Energy Efficiency and Water Conservation,
- The implementation of Full-Day Early Learning Kindergarten,
- Improving accessibility of schools based on existing accessibility requirements and planned changes to the built environment accessibility standards, and
- Encouraging partnerships with community groups.

Ministry Contact

If you have any questions, or require additional information, please feel free to contact the portfolio analyst assigned to your board or:

Nancy Whynot, Director, Capital Programs Branch at 416-325-4030 or at nancy.whynt@ontario.ca

Paul Bloye, Manager (A), Capital Programs Branch at 416-325-8589 or at paul.bloye@ontario.ca

We look forward to working with you to identify your future capital priorities.

Sincerely,


Gabriel F. Sékaly,
Assistant Deputy Minister, Elementary/Secondary Business and Finance Division

Copy: Superintendents of Business and Finance

Report No. 10-248 - January 2011 Ottawa-Carleton District School Board Capital Priority Listing

APPENDIX 2

Review Area	2011	2012	2013	2014
Alta Vista				
Bayshore				
Beacon Hill				
Cedarview				
Central & Inner			New Permanent Addition Viscount Alexander PS (\$ TBD)	Mutchmor PS Major Renewal and Rejuvenation (\$2M)
Hunt Club				
Leitrim				New Elementary School Findlay Creek (\$14M)
Merivale	Carleton Heights PS Major Renewal and Rejuvenation (\$2.4M)			
Ottawa East				
Ottawa West		Broadview PS Major Renewal and Rejuvenation (\$2M)	Devonshire PS Major Renewal and Rejuvenation (\$2M)	
Orleans Cumberland			New Elementary School Avalon (\$13.9M)	
Orleans Gloucester				
Cumberland				
West Carleton				
Osgoode				
Rideau				
Riverside South		New Permanent Addition Steve Maclean PS (\$6.9M)		
South Nepean		New Elementary School Chapman Mills (\$13.7M)		
Stittsville			New Secondary School Village of Stittsville (\$48.5M)	
Kanata North		New Elementary School KNL Lands (\$13.7M)		
Kanata South				
Expenditure Totals:	\$2.4M	\$36.3M	\$64.4M	\$16M

2015
Reconstruction and Resizing of Elgin Street PS (\$ TBD)
WE Gowling PS Major Renewal and Rejuvenation (\$2M)
New Elementary School Barrhaven South (\$14.1M)
New Elementary School Kanata West (\$14.1M)
\$30.2M

CAPITAL PRIORITY CATEGORY: NEW SCHOOLS

New Elementary School - Chapman Mills (South Nepean)

Review Area – South Nepean

Proposed Year of Completion – 2012

Estimated Budget - \$13.7M

Potential feeder schools to the new Chapman Mills elementary school currently accommodate 13 (Farley Mowat Public School) and 11 (Barrhaven Public School) portables on site. A new school in this part of the district is urgently required in order to alleviate pressure on existing facilities and serve continued enrolment growth and space requirements as a result of new development and the future implementation of the Ministry's full-day kindergarten program.

New Elementary School – KNL Lands (Kanata North)

Review Area – Kanata North

Proposed Year of Completion – 2012

Estimated Budget - \$13.7M

Potential feeder schools to the new elementary school in Kanata North currently accommodate 12 (Stephen Leacock Elementary School) and 11 (Jack Donohue Elementary School) portables on site. A new school in this part of the district is urgently required in order to alleviate pressure on existing facilities and serve continued enrolment growth and space requirements as a result of new development and the future implementation of the Ministry's full-day kindergarten program.

New Elementary School – Avalon (Orleans – south of Innes Road)

Review Area – Orleans Cumberland

Proposed Year of Completion – 2013

Estimated Budget - \$13.9M

Avalon Public School has a pupil capacity of 495 and currently accommodates over 600 students and six portables on site. A new school is projected to be required for the 2013-2014 school year as a result of enrolment growth within this on-going new development area of the district. In addition, a full-day kindergarten program will have to be accommodated by 2015.

New Secondary School – Village of Stittsville

Review Area – Stittsville

Proposed Year of Completion – 2013

Estimated Budget - \$48.5M

The Village of Stittsville is a growing suburban centre within the City of Ottawa which will contain three OCDSB elementary schools by 2011. Secondary students residing in Stittsville are directed to South Carleton High School for grades 9 to 12. South Carleton High School is located in the Village of Richmond, approximately 12 kilometres from the centre of Stittsville. In order to provide students with local access to secondary instruction, the Board has identified the opening of a new school which could serve students from grades 7 to 12 as one of its top capital priorities.

New Elementary School – **Findlay Creek (Leitrim – South Gloucester)**

Review Area – Leitrim

Proposed Year of Completion – 2014

Estimated Budget - \$14M

This project is linked to the future closure of Elizabeth Park Public School, located on the Uplands Airbase. This building is leased from the Department of National Defense and is now in need of significant capital renewal. In addition to serving local students, Elizabeth Park Public School also accommodates students from the newly developing residential area to the south known as Findlay Creek. At final build-out, this development is forecasted to contain over 5,000 homes. There are currently over 180 elementary students attending OCDSB schools residing in Findlay Creek. Projections indicate the area would contain a viable opening program enrolment by 2014. Students attending the school and residing outside of Findlay Creek would be redirected to alternate schools, subject to the results of a larger review process.

New Elementary School – **Barrhaven South (South Nepean)**

Review Area – South Nepean

Proposed Year of Completion – 2015

Estimated Budget - \$14.1M

It is projected that a second new elementary school for this planning period will be required in South Nepean (2015) in order to serve continued enrolment growth and future space requirements as a result of on-going forecasted new residential development.

New Elementary School – **Kanata West Lands (Kanata South)**

Review Area – Kanata South

Proposed Year of Completion – 2015

Estimated Budget - \$14.1M

It is projected that a second new elementary school for this planning period will be required in Kanata (2015) in order to serve continued enrolment growth and future space requirements as a result of on-going forecasted new residential development.

CAPITAL PRIORITY CATEGORY: NEW PERMANENT ADDITIONS

New Permanent Addition - Steve Maclean Public School

Review Area – Riverside South

Proposed Year of Completion – 2012

Estimated Budget - \$6.9M

Steve Maclean Public School has a pupil capacity of 549 and currently accommodates over 850 students and 11 portables on site. Additional permanent space is urgently required at the school due to higher than forecasted development densities within the school's existing attendance area and the future implementation of the Ministry's full-day kindergarten program.

New Permanent Addition – Viscount Alexander

Review Area – Central & Inner

Proposed Year of Completion – 2013

Estimated Budget - TBD

Viscount Alexander Public School has a pupil capacity of 164 and serves students from Junior Kindergarten to Grade 6. In 2009 the Board approved the introduction of a new Early French Immersion program at Viscount Alexander Public School, making it a dual-track school. The new immersion program is phasing in to the school and currently contains students in SK and Grade 1. The school's limited student capacity, in combination with the need to accommodate a full-day kindergarten program in 2012 and the continued phase-in of the new immersion program, will necessitate the construction of additional permanent pupil space.

CAPITAL PRIORITY CATEGORY: RECONSTRUCTION & RESIZING

Reconstruction & Resizing – Elgin Street Public School

Review Area – Central & Inner

Proposed Year of Completion – 2015

Estimated Budget - TBD

This project would be linked to the closure of elementary space in the Centretown area and the resizing of a new, consolidated Elgin Street Public School on its existing site. The facility condition of Elgin Street P.S. is prohibitive to repair due to a significant deterioration in its foundation. This structural issue has been remediated on a regular basis over the past five years, however, the corrective work has a limited lifespan. As a result, a long-term capital plan is recommended which would see a design developed for the existing site to accommodate a single elementary school which would serve the student needs of Centretown in the longer-term.

CAPITAL PRIORITY CATEGORY: MAJOR FACILITY CONDITION RENEWAL AND REJUVENATION

Major Facility Condition Renewal – **Carleton Heights Public School**

Review Area – Merivale

Proposed Year of Completion – multi-year commencing in 2011

Estimated Budget - \$2.4M

Carleton Heights Public School has been previously identified as a prohibitive to repair facility due to its physical condition. Students from the closed McGregor Easson Public School were redirected to the school, effective September 2010. In addition, a new Middle French Immersion program which will serve local area students was introduced to the school in September 2010. A comprehensive facility renewal and rejuvenation program is recommended for the school, given its condition and recent Board decisions impacting its future use.

Major Facility Condition Renewal – **Broadview Public School**

Review Area – Ottawa West

Proposed Year of Completion – multi-year commencing in 2012

Estimated Budget - \$2M

Broadview Public School is located in the neighborhood of Westboro and was built in 1930. As such, it is one of the Board's oldest facilities and would benefit greatly from a comprehensive renewal and rejuvenation plan. It is staff's recommendation to implement a multi-year plan for renewing the physical building and upgrading its instructional space beginning in 2012. Should it be approved in principle as a capital priority, staff would bring forward more detailed information and costing to Board at a later date.

Major Facility Condition Renewal – **Devonshire Public School**

Review Area – Ottawa West

Proposed Year of Completion – multi-year commencing in 2013

Estimated Budget - \$2M

Devonshire Public School is located in the Hintonburg neighborhood and was built in 1910. The facility would benefit significantly from a comprehensive renewal and rejuvenation plan. It is staff's recommendation to implement a multi-year plan for renewing the physical building and upgrading its instructional space beginning in 2013. Should it be approved in principle as a capital priority, staff would bring forward more detailed information and costing to Board at a later date.

Major Facility Condition Renewal – **Mutchmor Public School**

Review Area – Central & Inner

Proposed Year of Completion – multi-year commencing in 2014

Estimated Budget - \$2M

Mutchmor Public School is located in the Glebe and was built in 1947. The building would benefit from a comprehensive renewal and rejuvenation plan. It is staff's recommendation to implement a multi-year plan for renewing the physical building and upgrading its instructional space beginning in 2014. Should it be approved in principle as a capital priority, staff would bring forward more detailed information and costing to Board at a later date.

Major Facility Condition Renewal – **W.E. Gowling Public School**

Review Area – Merivale

Proposed Year of Completion – multi-year commencing in 2015

Estimated Budget - \$2M

W.E.Gowling Public School is located within the Carlington area and was built in 1947. The school building would benefit from a comprehensive renewal and rejuvenation plan. It is staff's recommendation to implement a multi-year plan for renewing the physical building and upgrading its instructional space beginning in 2015. Should it be approved in principle as a capital priority, staff would bring forward more detailed information and costing to Board at a later date.



Review Areas

