
Administrative Memorandum

Regular Board Meeting

Date: May 10, 2023
Topic: Long Range Facilities Plan
Submitted by: Jon Harding, Secretary-Treasurer

Background:

As part of our ongoing strategic planning and preparations for the future of Surrey Schools, it is necessary to update our Long Range Facilities Plan (LRFP). The Long Range Facilities Plan identifies the District's needs looking forward 10-15 years and beyond. Previous LRFPs were completed in both 2015 and 2019 and in our dynamic City, with unparalleled growth emerging from the Pandemic, it is imperative that our plans match our current context. The last plan, while published in 2019, was written starting in 2018.

The Ministry requires School Districts to maintain an up-to-date LRFP which captures the longer term growth planning and capital strategy for the District. The LRFP should be updated any time there are significant changes to the long-term outlook for the district.

Key outcomes for the update:

- The Long Range Facilities Plan is the foundation upon which the annual 5-year capital plan rests. These mutually supportive documents provide the overall picture from a Regional and District-Wide analysis (LRFP), to the unfolding of detailed capital priorities through the 5-year plan.
 - The LRFP regional analysis will follow the City of Surrey's six regions: Whalley, Guildford, Fleetwood, Newton, Cloverdale and South Surrey. Regardless of the educational areas/zones in Surrey, staying with the municipal regions creates consistency for aligning the District's plans with the City's community planning initiatives.
 - The regional analysis, from an enrolment projection standpoint, will consider the "Families of Schools" that reside in each region as indicated by the location of the family's secondary school. In some cases, there will be elementary school catchments that span municipal boundaries, but the definition of the location of the secondary school provides a foundation for the analysis. This also allows for any possible "educational areas" of Assistant Superintendent responsibility to be easily adapted.
 - The LRFP is a capital planning document intended to support the vision for learning and educational programs in Surrey. While capital is essential for delivery of programs, the document will not come from a learning lens, it will come from a capital lens. We will comment on examples of educational programming as needed and as helpful to support the planning.
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Long Range Facilities Plan

- A community engagement process to support the Plan will be designed for the fall of 2023.
- The intentions are to have a DRAFT LRFP completed by February of 2024 so that it can support the strategic planning of the Board and the potential to influence the coming capital letter from the Ministry of Education in March.
- As the document progresses, there will be several opportunities to update the Board through the development timeline and to adjust if required.

Timeline:

The proposed timeline for this process is as follows:

May 2023	Board approval to initiate process
May - September 2023	Consultation with the City of Surrey
October 2023	Update to the Board on progress and initiate public engagement
December 2023	Complete public engagement and prepare report
February 2024	Report on Engagement Process to the Board and Prepare Draft LRFP
May 2024	Present Finalized LRFP to the Board for Approval

It is recommended:

THAT the Board of Education direct Staff to begin the process of updating the Long Range Facilities Plan as presented.
