


A horizontal bar with several colored squares in shades of yellow, orange, red, and green.

Edmonton's Joint Use Agreements

2011 2012

ANNUAL REPORT



Executive Summary

The City of Edmonton and local school boards have been collaborating to benefit Edmontonians since 1959. The Joint Use partners (Edmonton Public School Board, Edmonton Catholic School Board, Conseil scolaire Centre-Nord and the City of Edmonton) work together to optimize the benefits of shared use by regularly sharing development information, providing updates on ongoing projects and identifying opportunities for partnerships and other strategic alignments. This has resulted in joint use sites that are collaboratively planned, developed and operated. Such collaboration between the City and school boards is beneficial to the city as a whole.

2012 has been a very successful year for Edmonton's Joint Use Agreement. A major milestone was achieved when consensus was reached between the City and all three school boards on the ownership of school building envelopes (2010 and future) and adjacent associated sport fields as well as the appropriate application of reserve designations for these sites.

Another significant achievement has been the extension of the Summer Access pilot project. The project was extended for the summer of 2012 and was expanded to include a Summer Facility Access Coordinator with funding provided through REACH Edmonton. The Coordinator worked one on one with the community groups in processing applications for space needed, determining what funding was available and assisting with orientation by the schools for the space allocated. This allowed seven new and emerging community groups with over 500 kids to access 430 hours of school space over the summer to deliver educational support programs.

The Facilities Management Committee (FMC) is pleased to report that over 53,000 hours of gymnasium use and 131,000 hours of sport field use were booked this year by not-for-profit community groups. In addition, use of arenas, pools and tennis courts increased from last year.

Late notice cancellations were reduced by 25% indicating that progress is being made through the work of the FMC. Attention to this matter will continue in the coming year as the FMC works towards reducing cancellations.

FMC has been working on improving the allocations process and definitions of joint use facilities. As a result there is enhanced access by schools to a wide range of activities at City recreation centres. In addition, JUA partners have improved the format for submission of available time resulting in significant efficiencies.

The Land Management Committee (LMC) facilitated cooperative planning of school sites which supported four new schools being completed in 2012, and ten school sites in growth areas being assembled.

Over the past year, the LMC also worked to improve and update processes. LMC reviewed the process for transfer of ownership for eight 2010 ASAP school sites and provided clarification to the Province of Alberta to complete title transfer. Potential impacts of additions and modular classrooms to fields of P3 schools





were reviewed and consensus reached on process to follow to resolve site issues should they arise. School Needs Assessment process was reviewed and recommendations were made to Steering Committee.

In addition, work has commenced on the confirmation of school envelope data for the City of Edmonton POSSE database. LMC will continue to work towards the possibility of shared access to this data for greater accuracy and efficiency among JUA partners.

ABOUT THIS REPORT

The Joint Use Agreement (JUA) Annual Report is intended for Edmonton City Council, the Board of Trustees of the three school districts, senior management of the partners, government officials and the general public.

This report covers the period from July 1, 2011 to August 31, 2012. It describes the activities and accomplishments of the Joint Use Agreements, highlights school/park site status changes, provides statistical information on the shared use of facilities and identifies priorities for 2012/2013.

The Joint Use Agreements

ABOUT THE JOINT USE AGREEMENTS

The Joint Use Agreements (JUA) are formal agreements between the City of Edmonton, Edmonton Public School Board, Edmonton Catholic School Board and Conseil scolaire Centre-Nord (Greater North Central Francophone School Board.) The original JUA was signed in 1959; it was split into two agreements in 2007 when the Facilities agreement was signed, followed by the Land agreement signed in 2009.

The Joint Use Agreements are principle-based, focused on collaboration and cooperation. The spirit of the Agreements is fully supported by all four partners.

JOINT USE AGREEMENT: FACILITIES

It is through the **Joint Use Agreement: Facilities** that arenas, pools and other City facilities are made available to school children during the school day, and school facilities are made available to community groups after school hours. Sport fields are shared among school and community groups.





JOINT USE AGREEMENT: LAND

The ***Joint Use Agreement: Land*** guides the planning, assembly, design, development and maintenance of Joint Use Sites for school, recreation and park purposes, and provides the framework for decision-making related to surplus reserve and non-reserve sites, as well as reserve accounts. This has resulted in joint use sites that are collaboratively planned, developed and operated.



GOVERNANCE

The Joint Use Agreements are managed by a Steering Committee comprised of representatives from each of the parties. The Steering Committee maintains a strategic leadership role, advocating the principles of the agreement and recommending policy to the Superintendents of the school districts and the City Manager. The Steering Committee supports and coordinates the activities of two subcommittees, the Facilities Management Committee and the Land Management Committee. Operational matters are delegated to the subcommittees.

Members of the JUA Steering Committee are:

- ❖ Lyall Brenneis (Chair), City of Edmonton
- ❖ Peter Ohm, City of Edmonton
- ❖ Jennifer Thompson, Edmonton Catholic Schools
- ❖ Ron Chomyc, Edmonton Catholic Schools
- ❖ John Nicoll, Edmonton Public Schools
- ❖ Lorne Parker, Edmonton Public Schools
- ❖ Henri Lemire, Conseil scolaire Centre-Nord
- ❖ Craena Coyne, Joint Use Coordinator

As well, the JUA Steering Committee would like to thank Heather McRae from the City of Edmonton, for her significant contributions as Chair for the past year and as a committee member for over five years.



Lyall Brenneis



Peter Ohm



Jennifer Thompson



Ron Chomyc



John Nicoll



Lorne Parker



Henri Lemire



Craena Coyne



Steering Committee Highlights for 2011/2012



COOPERATING FOR EDMONTON – ACHIEVEMENTS

The Steering Committee worked collaboratively over the past year. Some of the achievements in 2011/2012 included:

- ❖ Reaching a resolution of the sport field ownership and designation issue.
- ❖ Summer Access Pilot Project continued in the summer of 2012
- ❖ Four new schools have been constructed on vacant sites in new and redeveloped areas through the provincial Alberta Schools Alternative Procurement (ASAP) program.
- ❖ Continuing oversight of Land Management Committee (LMC) and the Facilities Management Committee (FMC) on the application of the agreements in daily operations.
- ❖ Maintained and expanded JUA partnerships established in the past 50 years.

SPORT FIELD MUNICIPAL SCHOOL RESERVE (MSR) DESIGNATION

A major milestone was achieved when the JUA Steering Committee reached a consensus between the City and all three school boards on the ownership of school building envelopes and adjacent sport fields as well as the appropriate application of reserve designations for these sites.

In 2010, nine new schools (six Public and three Catholic) were opened in Edmonton. Upon completion of construction, the City wished to transfer title to the appropriate school board for the site. That required a review of the JUA: Land agreement and discussion with the JUA partners. As a result, a schedule to the agreement was developed to guide staff relative to title transfer and reserve designation. This will ensure timely transfers in support of new school construction and vibrant communities.

SUMMER ACCESS PILOT PROJECT

The JUA Steering Committee approved the continuation of the Summer Access pilot project for the summer of 2012 to build on the success of the previous year. The purpose of the project is to provide summer access to school facilities, matching group needs to available facilities on a case by case basis through the Joint Use Agreement. Allocation procedures took into account the operational requirements for school maintenance during summer months. A working group consisting of school board representatives, social workers, community recreation coordinators, grants coordinator, aboriginal liaison coordinators, Green Shack coordinator, Out of School Time (OST) and REACH Edmonton met regularly to work together to raise awareness of this opportunity and reduce barriers to access for groups.

It was agreed that a Summer Facility Access Coordinator was needed to build awareness of the opportunity and to assist the community groups navigate

processes for obtaining funding, planning programs and accessing the space needed. REACH Edmonton generously provided the funding for the position and a coordinator was hired. The coordinator worked one on one with community groups in processing applications for space needed, identifying funding sources and assisting with orientation with the schools for the space allocated.

As a result, 21 applications were submitted by various community groups interested in accessing space in schools for summer camp programs, largely focused on providing summer time academic support, leadership and mentoring, guidance, cultural programming and recreational activities.

Over six weeks, between July 3 and August 9, seven groups booked space in six schools. These groups provided programming for about 500 kids and their families using 430 hours in the schools. A major success during the summer was the facilitation of two distinct community groups (Aboriginal and Somali) coming together to share space in a school which resulted in a cultural sharing event for the youth from these programs!

There were challenges and barriers to a number of groups applying for summer access and the top three barriers were related to costs for space and programming. Many of the groups are managed by volunteers and were not able to access funding to cover the related costs. Additionally, the tight timelines for planning summer access was challenging for many groups.

This project has lead to a greater understanding by JUA partners and school board administration on the logistics of arranging summer access. In addition, there is increased awareness of the number of community agencies coordinating summer programming in school or community facilities. The connections developed through this project will lead to future collaborations.

STEERING COMMITTEE PRIORITIES FOR 2012/2013

- ❖ Communicate the benefits of the Joint Use Agreements and advocate for Joint Use at all political levels.
- ❖ Strengthen partner relationships and develop proactive, coordinated efforts on Joint Use issues.
- ❖ Manage expectations from the ELEVATE report and its impact on schools.
- ❖ Adapt to situations and opportunities to deliver more services to community and schools.
- ❖ Monitor development of new Joint Use sites and facilities.
- ❖ A complete review of vacant sites by school boards scheduled for 2012.
- ❖ Review performance measures of subcommittees.
- ❖ Ensure consistent application of JUA principles.



Facilities Management Committee



INTRODUCTION

The Facilities Management Committee (FMC) was inaugurated in February 2008, and is focused on the implementation of the Joint Use Agreement: Facilities. The Facilities Management Committee consists of representatives from each of the joint use partners with the position of Chair rotating among partners each year. Representatives have significant expertise on joint use matters and have worked diligently both at meetings and between meetings to implement new procedures and processes. Nine (9) FMC meetings were held.

Members of the Facilities Management Committee for 2011 to 2012 are:

- ❖ Cheryl Shinkaruk, Edmonton Catholic Schools (Chair)
- ❖ Jennifer Thompson, Edmonton Catholic Schools (Steering Committee Liaison)
- ❖ Rob Tarulli, Edmonton Catholic Schools
- ❖ Andrew Morgan, Edmonton Public Schools
- ❖ Josephine Duquette, Edmonton Public Schools
- ❖ Corrie Yusypchuk, Edmonton Public Schools
- ❖ Nicole Bugeaud, Conseil scolaire Centre-Nord
- ❖ Greg Witt, City of Edmonton
- ❖ Pete Millar, City of Edmonton
- ❖ Craena Coyne, Joint Use Coordinator

In addition, the EPSB maintained the position of JUA Ombudsman. While this role was internal to EPSB, many of the activities related directly to facilities. The value of the information shared by the Ombudsman to the school principals as well as to FMC partners and JUA users was very beneficial. Specifically, she attended regular FMC meetings, made a presentation to gym users at the information session and assisted with the organization of bookings for the Summer Access pilot project.

ACHIEVEMENTS

The FMC spent considerable time working on solutions to meet the needs of the partners and the general public. As a result, the FMC is working more cohesively with greater understanding and realization of ongoing issues, and are improving communication with users groups on efforts made to mitigate outstanding issues. This is reflected in the results of the first-ever FMC relationship survey where the majority of responses indicated a rating of 'good' or 'very good'.

FMC is pleased to report the following achievements:

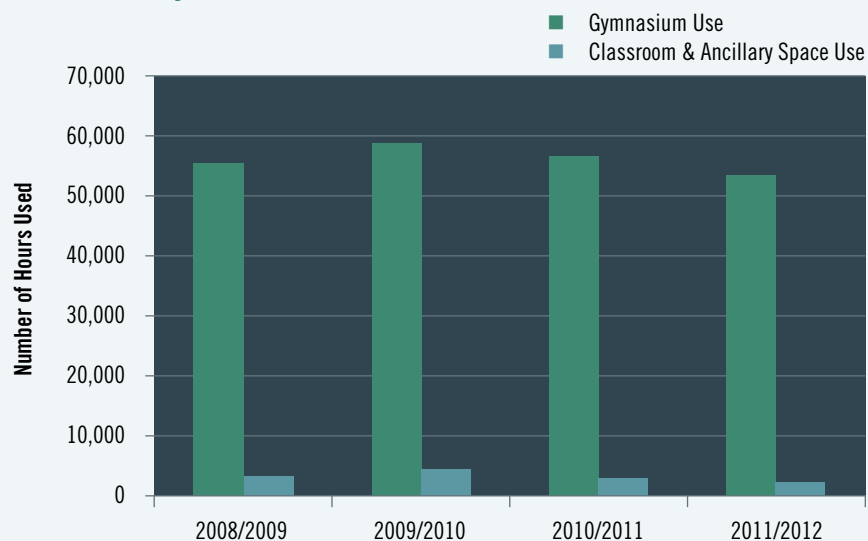
- ❖ Over 53,000 hours of gymnasium use and 131,000 hours of sport field use booked by not-for-profit community groups.
- ❖ Prepared a timeline for 2011/2012 allocation. In addition, JUA partners met to determine the best method for submitting available time which resulted in significant efficiencies.
- ❖ Significant reduction in late notice cancellations of gym space.
- ❖ Process developed for better access by schools to a wide range of activities at City Recreation Centres.
- ❖ Pool space allocation issues resolved.
- ❖ Summer access pilot project was extended another year and expanded to include a Summer Facility Access Coordinator. This allowed seven new and emerging community groups with over 500 kids to access 430 hours of school space over the summer for education support programs.
- ❖ FMC conducted a yearly review of the Cost Model and agreed that no changes were required to the available hour or additional hour rate.
- ❖ Gymnasium weekly report was utilized at each FMC meeting allowing cancellations to be closely monitored thus leading to a better understanding of facility usage by partners.





SHARED USE OF JOINT USE FACILITIES

Community Use of School Facilities

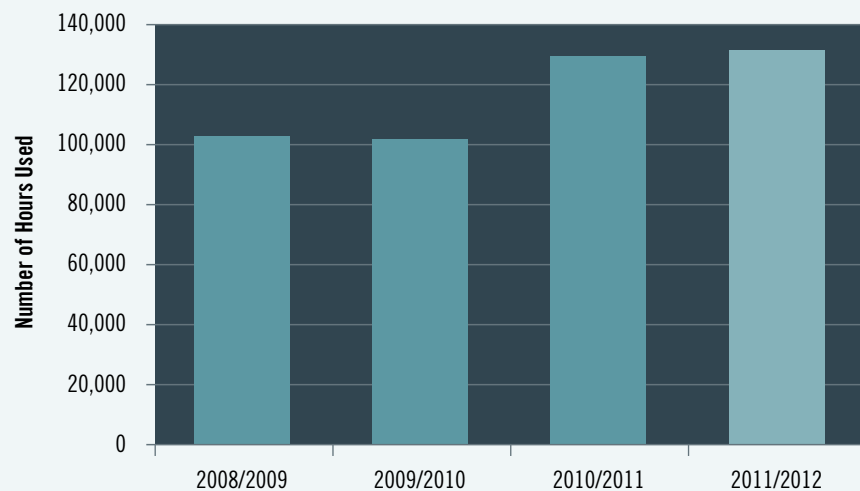


	2008/2009	2009/2010	2010/2011	2011/2012
Gymnasium Hours	55,534	58,903	56,549	53,739
Classroom/Ancillary Space Hours	3,221	4,217	2,744	2,480

Note:

There was a slight reduction in gym hours booked due to additional facilities being available within the City overall with the opening of the GO Centre, Terwillegar Recreation Centre and St Francis Xavier.

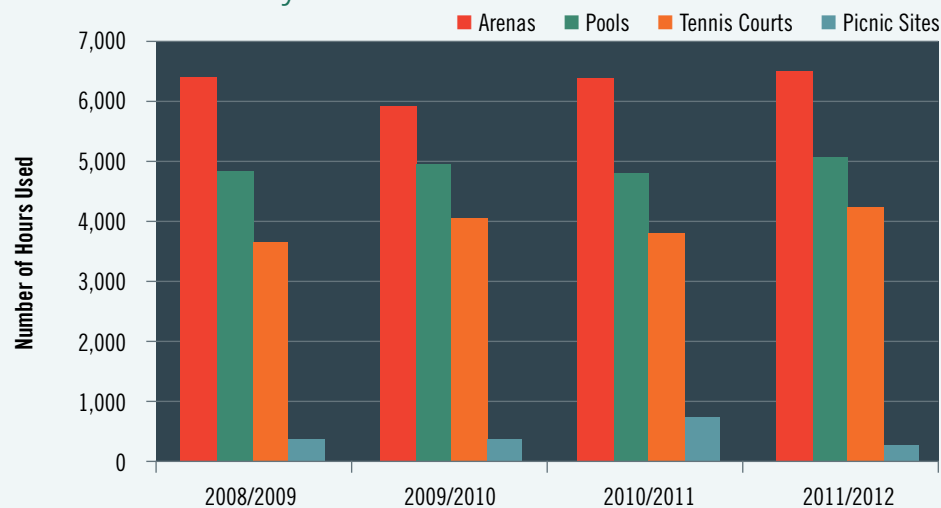
Sportsfield Use on School/Park Sites after School Hours



	2008/2009	2009/2010	2010/2011	2011/2012
Hours of Use	103,444	102,566	129,696	130,920



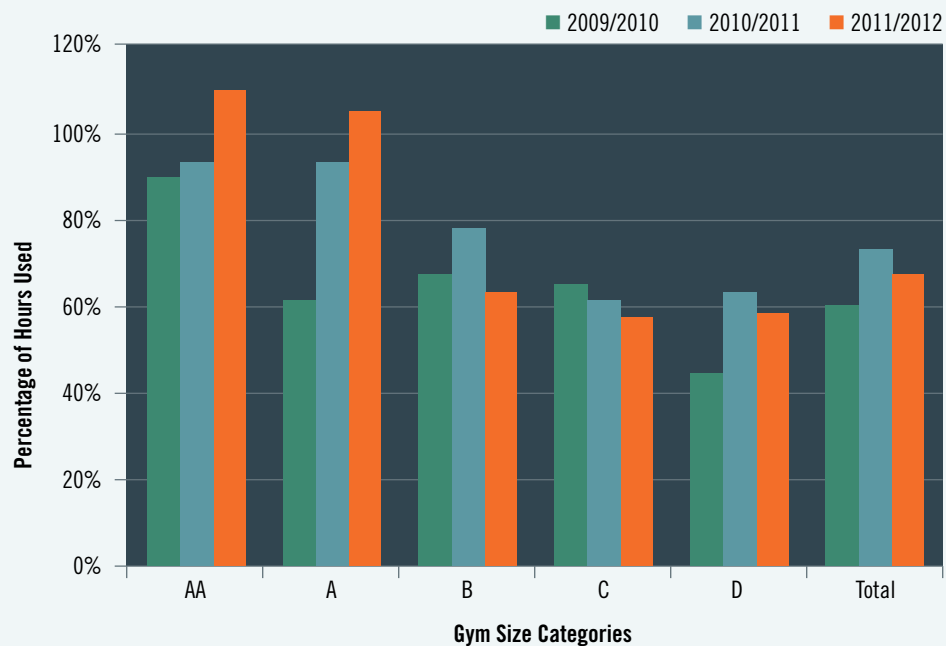
School Use of City Facilities



	2008/2009	2009/2010	2010/2011	2011/2012
Arenas	6,400	5,924	6,385	6,509
Pools	4,836	4,962	4,808	5,073
Tennis Courts	3,657	4,060	3,812	4,270
Picnic Sites	382	367	741	341



Gym Utilization Rates



	2009/2010	2010/2011	2011/2012
Percentage of Hours Used - All gym types	60%	73%	67%

Gym Usage – All Boards

Gym Size	2010-2011 Available	2010-2011 Booked	2010-2011 Utilization	2011-2012 Available	2011-2012 Booked*	2011-2012 Utilization
AA	6,148	5,693	93%	4,880	5,370	110%
A	6,255	5,824	93%	6,305	6,592	105%
B	27,311	21,405	78%	30,305	19,204	63%
C	15,014	9,189	61%	16,216	9,204	57%
D	22,954	14,438	63%	22,981	13,369	58%
Total	77,682	56,549	73%	80,686	53,739	67%

* Indicates available and additional time

Land Management Committee

INTRODUCTION

The Land Management Committee (LMC) was formed in 2009 to manage the implementation of the JUA: Land Agreement. The Land Management Committee consists of representatives from each of the Joint Use partners with the position of Chair rotating among partners each year. Representatives have significant expertise on joint use matters and worked diligently both at meetings and between meetings to implement new procedures and processes, and to resolve issues. Nine (9) LMC meetings were held.

Members of the Land Management Committee for 2011 to 2012 are:

- ❖ Marco Melfi, Edmonton Public Schools (Chair)
- ❖ Josephine Duquette, Edmonton Public Schools
- ❖ Roland Labbe, Edmonton Public Schools
- ❖ Jennifer Thompson, Edmonton Catholic Schools (Steering Committee Liaison)
- ❖ Rob Tarulli, Edmonton Catholic Schools
- ❖ Henri Lemire, Conseil scolaire Centre-Nord
- ❖ Tim McCargar, City of Edmonton
- ❖ Dave Howell, City of Edmonton
- ❖ Gabriele Barry, City of Edmonton
- ❖ Craena Coyne, Joint Use Coordinator

ACHIEVEMENTS

LMC is pleased to report the following achievements resulting from the JUA: Land and the work of the partner representatives on the Land Management Committee:

1. Sport field ownership issue resolved by the JUA Steering Committee with the approval of Schedule D as an appendix to the JUA: Land agreement
2. LMC reviewed the process for transfer of ownership for eight 2010 ASAP sites and provided clarification to the Province of Alberta to complete title transfer. Title transfer for the four 2012 ASAP sites is being completed by the City of Edmonton.
3. Potential impacts of additions and modular classrooms to fields of P3 schools reviewed and consensus reached on process to follow.
4. School Needs Assessment process reviewed and recommendations made to Steering Committee.
5. Work commenced on the confirmation of school envelope data for the City of Edmonton POSSE database. LMC will continue to work towards the possibility of shared access to this data for greater accuracy and efficiency among JUA partners.
6. Discussion commenced on ways to streamline zoning options to clarify uses and improve efficiency.
7. A LMC member is representing JUA partners by participating on the Design





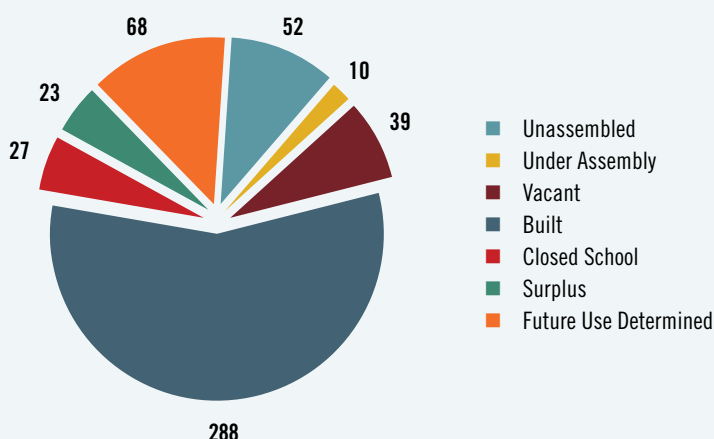
Team in the development of the City of Edmonton Design Guidelines for New Neighbourhoods. This work will continue into the coming year.

8. Capital plans for all JUA partners are shared and opportunities discussed.

COOPERATIVE PLANNING OF JOINT USE SITES

The following summary chart illustrates the status of school sites in Edmonton along the lifecycle continuum from unassembled sites through to sites where future use has been determined.

2012 School Sites Status Summary



	2010-2011	2011-2012
Planning & Collaboration Efforts (JUA: Land Sec 4): (Snapshot of the status of Joint Use school sites for current year)		
# Joint Use sites in approved plans (unassembled)	56	52
# Joint Use sites under assembly for future needs	9	10
# Joint Use sites ready for school construction	33	39
Development & Maintenance (JUA: Land Section 5):		
# School sites maintained each year	366	377
Inventory Review (JUA: Land Sections 6-9)		
# of school sites declared surplus	3	0
# of surplus sites new use determined (JUA use)	4	0
# of surplus sites new use determined (non-JUA use)	1	2

2011/2012 School/Park Site Status Changes

School Board	School Site	Neighbourhood	Status Change	#
EPSB	Prince Rupert	Prince Rupert	Surplus (Being resolved – sale pending)	
EPSB	Wellington	Athlone	Surplus (Being resolved – sale pending)	2

Appendices

PRINCIPLES OF THE JOINT USE AGREEMENT: FACILITIES

The Parties agree that the Principles will be considered when any Party enters into an arrangement with another public or private entity for the development of facilities. The Parties are committed to the following Principles with respect to the shared use of Joint Use Facilities:

ACCESS	Subject to available resources, the Parties will make available their respective facilities for use by the other Parties and the community.
AUTONOMY AND ORGANIZATIONAL INTEGRITY	The Parties honour their respective organizational cultures, mandates, budget and administrative process. Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Facilities based on what the Boards and Council believe to be in the best interests of the people they serve.
CONFLICT RESOLUTION	When difficulties arise between the Parties, the Parties shall work together to resolve such difficulties in a respectful way and with a spirit of cooperation and collaboration.
COOPERATION	The Parties shall work together to ensure that the rights of each are respected and that the Operating Guidelines are followed.
COMMUNICATION	The Parties will undertake ongoing dialogue and communication with Parties and User Groups during the term of the Agreement.
COSTS TO PARTIES	Every effort will be made to keep the costs as low as possible.
COLLABORATION FOR COMMUNITY BENEFIT	The Parties shall work together as partners, recognizing that the needs of the community for educational and recreational opportunities can best be achieved through a combination of their respective resources.
EQUITY OF DECISION-MAKING	There shall be equal authority among the Parties to the Agreement with respect to decision-making.
TRANSPARENCY AND OPENNESS	The Parties shall make available to each other such information as is necessary to ensure the Principles and Operating Guidelines of this Agreement are being observed.





PRINCIPLES OF THE JOINT USE AGREEMENT: LAND

The Parties are committed to the following Principles with respect to the acquisition, planning, development, maintenance and disposition of Joint Use school/park sites.

COOPERATIVE PLANNING	Joint Use Sites shall be cooperatively planned and managed. The parties shall work together to ensure that the rights of each are respected.
EFFICIENCY and PLANNING	The resources of the four parties shall be efficiently used for the maximum benefit of the community.
SHARED COSTS	Costs associated with the administration of the Agreement be fairly and equitably shared among the four parties to the Agreement.
EQUAL PARTNERSHIP	There shall be equal authority among the parties to the Agreement with respect to decision-making.
RESERVE DEDICATION	All Reserve Land and Reserve funds provided, dedicated or obtained after the Effective Date shall be used, where appropriate, for the purpose of creating and developing sites for such uses as are allowable pursuant to the Municipal Government Act.
TRANSPARENCY AND OPENNESS	The Parties shall make available to each other such information as is necessary to ensure the Principles of this Agreement are being observed.
CONFLICT RESOLUTION	When difficulties arise among the parties, the parties shall work together to resolve such difficulties in a respectful way and with a spirit of cooperation and collaboration.
AUTONOMY and ORGANIZATIONAL INTEGRITY	The parties honour the respective organization cultures, mandates, budge and administrative process of the other parties.



Joint Use Agreements

7th floor, CN Tower
10004 -104 Ave, P.O. Box 2359
Edmonton, AB T5J 2R7

jointuse@edmonton.ca
Phone: (780) 496-3090
www.edmonton.ca/jointuse