

# Community Planning and Facility Partnership

Thursday June 26, 2025

# Presentation Outline

- Overview of Community Planning and Facility Partnership Initiative
- Application process, selection criteria & facility agreements
- How does HWDSB identify excess space?
- Available facilities & where to view facility information
- Other space sharing initiatives
- Question and Answer
- Community organization presentations (where applicable)

# Purpose of Meeting

- To support cooperative and collaborative relationships between school boards and community organizations.
- Reach out to community organizations to share planning information.
- Receive information from community partners regarding their facility needs and future plans.

# Notification Process

Potential partners receive an email regarding the annual information session.

Distribution list included:

- Current and potential partners
- The City of Hamilton, and Consolidated Municipal Service Manager(s) (CMSM)
- Applicable Public Health Boards, Local Health Integration Networks and Children's Mental Health Centres
- Child care operators

Posted information on website and other HWDSB social platforms

# What is a Facility Partnership?

Mutually beneficial and supportive license/lease agreement between the Board and business, labour, community or government agencies.

## **The intent of the Community Planning and Partnership is to:**

- Reduce facility operating costs for school boards and government;
- Improve services and supports available to students;
- Strengthen relationships between school boards, community partners and the public;
- Maximize the use of public infrastructure through increased flexibility and utilization; and
- Provide a foundation for improved service delivery for communities.

# Cost Recovery

**Cost Recovery:** Boards are not expected to take on additional costs to support a facility partnership. Fees charged to partners will cover the operations and capital costs including administrative costs. Any minor renovations required to protect student safety, provide appropriate washrooms or any other changes to ensure the space is suitable for use will be covered by the partner.

- The annual license/lease cost does not include any license/lease hold improvements required by the potential partner.

# Types of Facility Partnerships

- **Sharing unused space in existing schools:** Opportunities to explore available unused space in existing schools - based on space availability. (License/lease hold improvements need to be taken into consideration when this option is explored)
- **Co-building with community partners:** construction of new schools, additions or renovations are opportunities to leverage other infrastructure investments by co-building with partners that provide services to the students and communities.

# Application Process

Application process will explore:

- The reason for the organization's interest in partnering with the school and/or the Board;
- The organization's ownership and history;
- The nature of product or service of the partnering organization;
- The authority of the key contact to bind that organization; and
- The financial status of the organization.

[Online Application](#)



# Partnership Selection Criteria

## A Facility Partnership will:

- Ensure that health and safety of students is protected.
- Be appropriate for the school setting.
- Not compromise the Board's Strategic Directions and Board Improvement Plan
- Not be a competing educational interest to the Board. Tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government funded, are not eligible partners.
- Exist on a cost-recovery basis to the Board.

## A Facility Partner agrees to:

- Operate in accordance with Board policies.
- Enter into a lease, license, or joint-use/facility partnership agreement.
- Bear the costs of minor renovations to protect student safety (secure access), provide appropriate washrooms and otherwise make the space suitable for use by the partner. (license/lease hold improvements)

# Facility Agreements

- Partners will be provided with clear instructions of their rights and responsibilities as tenants.
- License or lease agreements between Board and partners are negotiable.
  - Items such as duration, time of access, lease hold improvements and other items will be negotiated.

# How HWDSB Identifies Excess Space, Additions and New Builds

## Long Term Facilities Plan (LTFP):

- The Facilities Plan is a document that identifies the current state of Hamilton-Wentworth District School Board's (HWDSB) facilities and outlines a facility management strategy.
- Within HWDSB's mandate is a commitment to provide *equitable, affordable, and sustainable learning facilities* for students. The purpose of the LTFP is to identify strategies to meet this mandate and assist in long-term planning.
- Updated annually
- [LTFP Website](#)

# Facility Criteria

Facility Criteria for partnership opportunities in schools:

- Space not required for Board programming
- Student safety
- Accessibility
- Zoning and site use restrictions
- Facility condition
- Availability of required amenities and/or support space
- Any other criteria as determined by the Board

# Facilities Available for Partnership

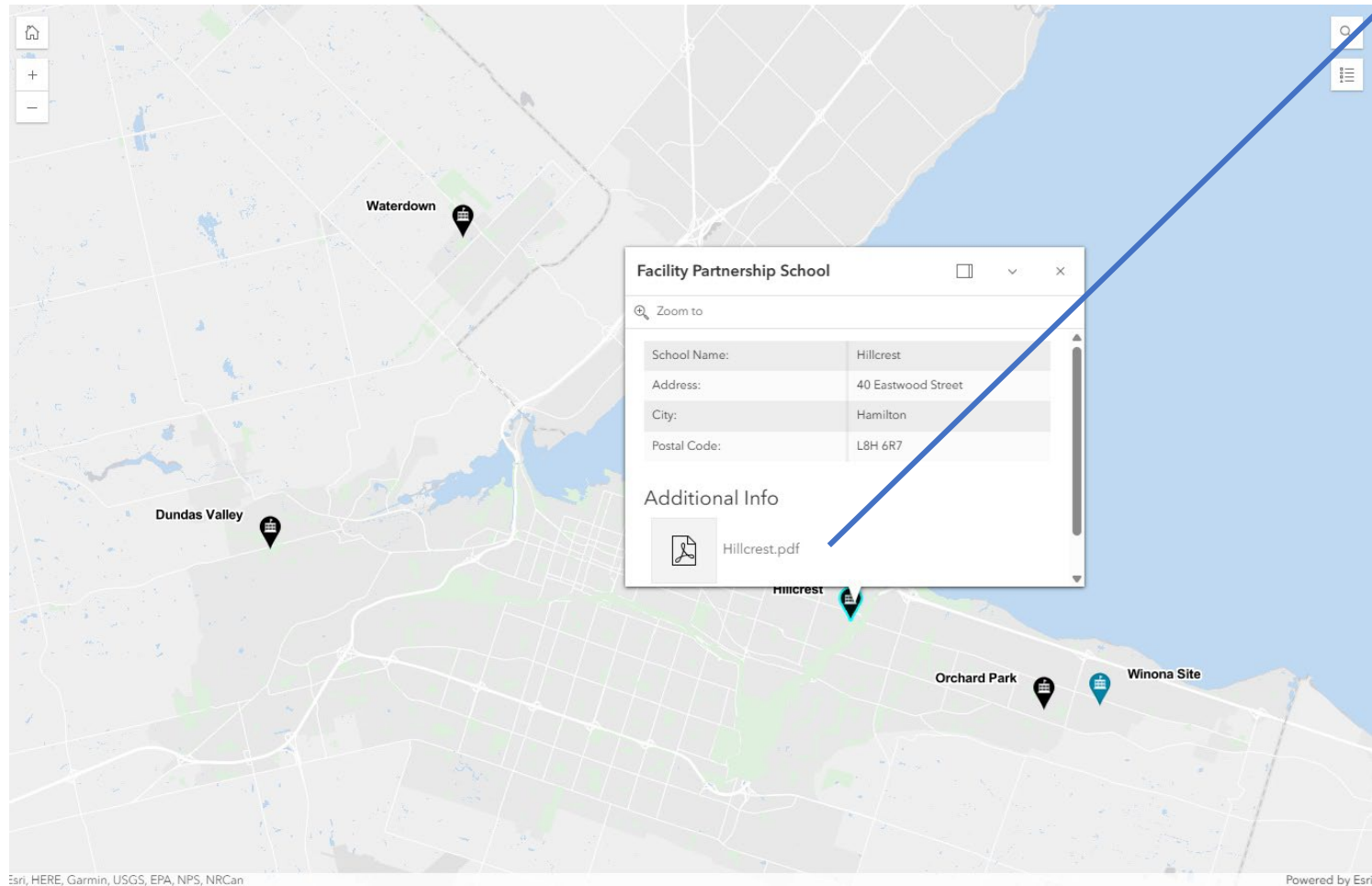
- For a complete list please see the HWDSB's [Facility Partnership](#) page on our website.
  - Dundas Valley SS, Hillcrest, Orchard Park SS, Waterdown District HS
  - Future site in Fruitland Area
- School & space availability is revised each year.

# Facility Partnership Website


The HWDSB Facility Partnership website includes the following:

- Interactive map indicating the locations of schools with partnership potential and identified future school sites
- School reports with facility and space information
- Information on what is a facility partnership, the benefits and which organizations may qualify
- HWDSB contact information (dedicated email)
- Application for potential partners

# Interactive Map & Reports



**HWDSB****Facility Partnership**




### Hillcrest Elementary School

Address: 40 Eastwood Street  
City: Hamilton  
Postal Code: L8H 6R7  
Grade: JK-8

**Potential Available Space**  
For space availability, please contact  
HWDSB at 905-527-5092 or  
facility.partnership@hwdsb.on.ca

**Facility Information**

Construction Year: 2006  
Number of Stories: 2  
Building Size (ft2): 74,645  
Capacity: 764  
Facility Condition: Good  
Site Acres: 5.71 +/-  
Zoning: I1  
Accessible: Y  
Separate Access: No  
Onsite Parking: Yes



Information is subject to change without notice. Please contact HWDSB for most up to date information on potential facility partnerships

**HWDSB**  
**BE YOU. BE EXCELLENT.**



# Other Facility Sharing Initiatives

- Community Use of Schools (rentals)
- Community Hubs - Project Examples: Rockton, Greenville
- Community Engagement: develop community participation, collaboration and involvement to support student success and well-being, and to strengthen the community - Focus on Youth (summer programming)



# Additional Information

[HWDSB Community Planning and Facility Partnership Website](#)

[Ministry of Education Community Planning and Partnership Guidelines](#)

[HWDSB Use of Board Facilities Policy 2.6](#)

# Potential Partner Next Steps

- Visit HWDSB Community Planning and Facility Partnership Webpage
- Review the Community Planning and Partnership guidelines and policy
- Fill out an application to begin process

# Questions



# Contact Information

Planning, Accommodation, & Rentals Department

Email: [planning@hwdsb.on.ca](mailto:planning@hwdsb.on.ca)