Greater Essex County District School Board

Policy: Joint Ventures – Capital Projects

Reference No: P-BA-04

The Greater Essex County District School Board believes in forming joint ventures for capital projects with community groups when it supports the Board's mission, vision and strategic priorities, is to the efficient and effective benefit of the Board, and the costs, both the initial investment and annual operating, maintenance and capital costs, are within the fiscal priorities of the Board.

Greater Essex County District School Board

Regulation: Joint Ventures – Capital Projects

Reference No: R-BA-04

The Greater Essex County District School Board supports the development of joint ventures for capital projects with community partners such as school councils, municipalities, other educational institutions, associations, businesses, and community groups.

Definition:

For purposes of this Regulation, a joint venture is defined as an arrangement in which two parties agree to work together to accomplish a specific goal with each party contributing their share to an agreed-upon task.

Common Types of Joint Ventures:

- Physical Plant facilities and equipment
- Athletic facilities
- Playground equipment
- Outdoor classrooms

Components of Any Joint Venture:

1. In order to join with the Board in a joint venture, a proposal must be approved by the Board, via the appropriate Board committee. Any proposal shall include:

    a) A description of the project including the benefits (both monetary and non-monetary) to all parties.
    b) A budget for initial capital and/or startup costs, annual operating maintenance, and capital costs and the amount to be paid by each party.
    c) A viability review which examines the long-term impact of the project, such as utility costs, maintenance costs, enrolment projections, and the condition of any existing structures.

2. Approval of the proposal for a joint venture shall be based on the following:

    a) It is beneficial to the students of the Board
    b) It is consistent with the Board's mission, vision and strategic priorities.
    c) Any construction will be tendered to prequalified vendors of record in good standing only if the following are met:

        i) Any grants are confirmed in writing by the grantor and the funding will be received prior to construction.
        ii) The joint venture partner(s) funds its share at the time the contractor is paid.
        iii) The Board pays its share only and does not bridge finance or guarantee any other partner or participant.

d) The costs (both initial investment and annual operating, maintenance and capital) are within the fiscal priorities of the Board, based on the benefit of the project to students. Costs shall include central office staff time to administer and account for any agreement.

e) A joint operating agreement approved by the Board will be a mandatory requirement prior to the awarding of any construction or beginning of any work.

f) Final authority for approving a joint venture for a capital project and the related timelines shall rest with the Director of Education.

3. A joint operating agreement shall include:

a) The names of all parties to the agreement;
b) The financial responsibilities of each party;
c) The other responsibilities, such as insurance and staffing, of each party;
d) Invoicing procedures to each party, if relevant;
e) Expiry and renewal timelines and procedures;
f) Other such details particular to that venture.