

Title: SEASONAL SPORT FIELD ALLOCATION	Policy No. P125
	Supercedes: DMR 4.01
Authority: Operational	Effective Date: 2014-01-09
Approval: PLS Commission	Review Date: 2014-01-09
<p>Policy Statement:</p> <p>Maple Ridge-Pitt Meadows Parks and Leisure Services allocate available sports fields to sports users in a fair and equitable manner that maximizes the appropriate use to ensure a wide range of sports and activities on safe, durable sports fields.</p>	

PURPOSE:

To provide a framework for the fair and equitable allocation of sports fields provided by the District of Maple Ridge, City of Pitt Meadows and School District No. 42. Allocation and field use is managed by Maple Ridge-Pitt Meadows Parks and Leisure Services to ensure fields are fully utilized while maintaining the integrity of the field assets.

Citizens enjoy considerable benefits from participation in athletic activities which take place on sport fields and are organized by community sporting groups. Consequently, there is increasing demand from organized sports groups to use these sports fields for a variety of sports. It is important to develop a policy that will allow for the fair allocation of fields for regular users, to ensure access for new and emerging sports, to allow for smaller clubs to expand their programs, and to ensure gender equity in field allocation.

ALLOCATION

The following formulas are used to determine allocated field time for regular users:

- a) **Synthetic fields:** Total number of annual hours available to be allocated (**H**) multiplied by number of registrations (**R**) (individuals from the previous year from each eligible club based as a percentage of overall users). Average hours to be distributed over **3** allocation periods (August-November, December-March, April-July). Allocation periods are determined based on season of play required for each sport. (**H x R ÷ 3**)

Season of play for each sport will be considered and the corresponding allocation hour's entitlement will be distributed equitably over the season of play for each sport, i.e. some sports may benefit from having their allocated time within one of the above allocation periods, whereas larger clubs may benefit from year round access.

- b) Grass fields: Number of registrations (individuals from the previous year) divided by maximum number of participant/group (or team) equals number of groups (or teams) requiring field time. Allocation to be divided into 2 allocation periods (Fall/Winter and Spring/Summer)

Client and Programming Priority

Traditional sports seasons users are given priority during their traditional sports season; e.g.; baseball, softball and slow pitch shall have priority in spring summer allocations where ball diamonds are located. Allocation will be based on their requirements for that period, remaining field inventory will be allocated based on new and emerging sports or new leagues. Soccer, football, lacrosse, and rugby shall have priority in fall and winter on fields that can accommodate their play. When applying these formulas, the following criteria will be used:

a) Client:

- 1) First priority: Commission Programs and Special/Community Events and School District No. 42 Programs
- 2) Second Priority: Community Sports Associations
- 3) Third Priority: Casual User
- 4) Fourth Priority: Commercial

b) Programming:

- 1) Community Special Events
- 2) Tournaments (Sanctioned by club, league, Provincial or higher)
- 3) League play – Community
- 4) Practice/Development – Community
- 5) For-profit skill development programs

When Applying This Formula, Consider The Following:

- The maximum number of participants per group and the weekly requirements for practices and games are determined by the various Provincial Sport Organizations (PSO's). Allocation for practices and games should be distributed equitably to all users in an attempt to meet the minimum requirements of PSO's before additional practice or development time is allocated.
- Where there are requests from more than one community sports group for the same field allocation historical use/allocation will be considered provided that the field use is being maximized.
- In keeping with the "Active for Life" model - facilitating lifelong participation, field time will be allocated to youth community sport organizations for both skill development and competition and to adult community sport organizations for both skill development and for competition.
- The allocation of all-weather sand/gravel fields, and School District No. 42 fields must be fully utilized before additional grass fields or synthetic turf field time will be considered. Consideration of field suitability will be given to sports where practice cannot be accommodated on sand/gravel all-weather fields.

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- A minimum of 4.5% of available field time must be available for public use and for emerging sport or new leagues which will be allocated on an as-needed basis by Parks and Leisure Services. On synthetic fields, an equivalent of two hours per field shall be retained by Parks and Leisure Services and can be distributed based on the greatest gain for the sporting community. All available hours can be allocated at one field or dispersed among the synthetic fields.
- Once the minimum allocation requirements are met, any remaining field time(s)/inventory may be allocated using the “Client and Programming Priority” and the specific needs to foster and increase active participation.
- Once the minimum requirements for field time equals available field time, all organizations will need to review whether they take on additional registrations. If any group still wishes to take additional registrations, they can make application for additional field time and will be advised if there is additional field time to accommodate their registration.
- Gender Equity principles apply to all allocations. Girls shall have equal access to the allocation of fields as boys.
- The majority of an organization’s membership must reside in or own a business in Maple Ridge or Pitt Meadows.

FIELD MANAGEMENT

Parks and Leisure Services manage the field inventory and will make every effort to ensure they are in playable condition and available to support the various sports in all seasons. In collaboration with the community sports users Parks and Leisure Services will work to maximize the use and configuration of the fields while minimizing the field use impacts on the health and viability of the fields. Any changes/additions to field configurations will require the written approval from Parks and Leisure Services.

The potential negative impact of field use is greatest during the fall/winter months when the grass fields are dormant and unable to recover from excessive use. In order to help ensure the fields remain useable through the dormant season the following limitations will apply;

- A maximum of 6 games per week to be played on grass fields (to a maximum of 150 games per season). If any sport requires use above these limits and the field conditions can accommodate more play there must be consultation with the Manager Parks & Open Space and any exceptions must be approved in writing.
- A game in the context of this policy is
 - 90 minutes of play of regulation soccer, or equivalent time for mini or micro soccer
 - 100 minutes for field lacrosse
 - 90 minutes of play for rugby
 - 4 quarters of football
 - 9 innings of ball

CLOSURES AND FIELD STATUS

- Closure/cancellation: The decision to order a closure of a field or cancellation of permitted play is made when the fields are considered unsafe or when there is significant potential for damage that could affect other permitted uses.

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- Closure and cancellation decisions can be determined by;
 - On site Municipal Staff and the Manager Parks & Open Space
 - Designated game officials (before or during the game and on a game to game basis only)
 - Authorized Club representatives
- Each organization's rainouts are handled within their allotted time or through negotiations with the Manager, Parks & Open Space.
- Field sizes and layouts are predetermined through consultation between organizations and the Manager Parks and Open Space.

PROVISION OF SERVICES AND EQUIPMENT

- Where additional services are requested, such as moving in extra bleachers, snow-fencing, special maintenance requests over and above the normal park standard, a charge for total labour (wage and burden) and equipment will be applied to the permit applicant. Parks and Leisure Services, upon review of the permit application, reserve the right to require the applicant to pay the cost of municipal staff at any facility.