

## CITY OF AIRDRIE

### Indoor Recreation Facilities Rental Allocation Policy – Sport User Groups

**Effective Date:** February 7, 2022

**Revision Date:** \_\_\_\_\_

**Approved By:** City Council

**Approved On:** February 7, 2022

**Resolution #:** 2022-C-048

#### **PURPOSE:**

The City of Airdrie articulates in its AirdrieONE Sustainability Plan that arts, culture and recreation are key pillars in the sustainability of Airdrie. It states, a “community that is connected to art, culture and recreation is a community that cares for and stewards its people and environments. Arts, culture and recreational events and facilities are vital to making social connections between various groups in the community and contribute to Airdrie’s sense of identity, place and community.” Central, to achieving this pillar within the AirdrieOne Sustainability Plan, is community use of city owned recreation facilities. As the City of Airdrie grows there is increasing demand on recreation facilities which in turn demands that Council and administration ensure effective management, allocation and distribution of space and time in civically owned facilities that best aligns with Airdrie’s recreation principles and values.

The Indoor Recreation Facilities Rental Allocation Policy will ensure a fair, transparent, and equitable allocation process for City of Airdrie recreation facilities and amenities. This policy will ensure the effective and optimal use of City facilities based on evidenced community need and consideration of provincial/national recreation frameworks.

#### **SCOPE:**

This policy applies to all City of Airdrie operated indoor recreation facilities and governs the allocation of space and time to sport groups and/or special events annually for seasonal contracts. Spontaneous requests for space will be allocated on a first-come, first-serve basis after the seasonal allocation is complete.

#### **CITY OF AIRDRIE RECREATION APPROACH:**

The City of Airdrie understands it plays a key role, within a larger recreation system, to facilitate and host sport and active living opportunities for residents throughout their lifespan. The City of Airdrie believes in the evidence-based Long-Term Athlete Development (LTAD) model developed by the Canadian Sport of Life Society which provides a framework for developmentally appropriate activities in all stages of life. In alignment to the LTAD model, the City of Airdrie will both deliver and host sport and active-living programs in civically owned recreation facilities through the following ways:

- Delivery by the City of Airdrie: LTAD stages of Active Start, FUNdamentals, Learn to Train and Active for Life (Development and Maintaining Physical Literacy).
- Hosted in City of Airdrie recreation facilities: LTAD stages of Train to Train, Train to Compete and Train to Win (Excellence Pathway). The earlier stages of LTAD (Active Start, FUNdamentals, Learn to Train and Active for Life) will also be hosted in the absence of City delivery whereby a service provider is better able to facilitate outcomes.

## **CITY OF AIRDRIE RECREATION VALUES/PRINCIPLES**

The City of Airdrie values as related to recreation and in alignment with Airdrie's Social Policy:

- Diversity & Inclusion – Access will be fair, transparent, and equitable. Usage of community facilities reflect the fabric, faces, and needs of the residents we serve.
- Connectedness – Priority of space and access will be given to Airdrie residents. Not only does usage of community facilities contribute in the pursuit of physical wellness but also stronger social connections between groups and neighbours adding to Airdrie's sense of place and identity.
- Equitable Access to Quality Services – Program delivery and hosted allocation practices are transparent and based on “standards of play” principles in terms of time and space required by each group as defined by sport governing bodies and evidence-based recreation frameworks.
- Proactivity – Program delivery and hosted allocations are not done by tradition, but rather on actual requirements of all groups, including the needs of emerging sports.

## **DEFINITIONS:**

“Affiliated Sport Provider” means an Airdrie-based group sanctioned by the sport's Provincial or National governing body which provides organized sport and/or league activities. An affiliated sport provider must provide annually to the City registration numbers by LTAD stage/age categories, residency of registrants (>80% Airdrie residency), number and length of practices/training sessions and games per week aligned to LTAD stage, and base number of players per team within each LTAD stage as applicable.

“Base Allocation” means the number of hours per week allotted to an organization throughout an entire seasonal contract. Allocated hours are calculated through a formula that considers registration numbers, activity hours recommended per week based on LTAD stage, and % of registration share across the same priority group level. No shows or unused times from previous season will be evaluated and may be subtracted from future base allocations.

“City” means the Corporation of the City of Airdrie.

“Community Sport Provider - Adult” means an Airdrie-based sport group that provides organized sport activities and/or services primarily to adults (18 & over). A community sport provider must provide annually to the City registration numbers detailing residency percentage (>80% Airdrie residency). Naturally, times available for adults will be in off peak prime hours (later evenings/weekends) across many amenities after youth use has been scheduled.

“Community Sport Provider - Youth” means an Airdrie-based sport group that provides organized sport activities and/or services primarily to youth (17 & under). A community sport provider must provide annually to the City registration numbers by LTAD stage/age categories, residency of registrants (>80% Airdrie residency), number and length of practices/training sessions and games per week aligned to LTAD stage, and base number of players per team within each LTAD stage as applicable.

“Events” means City supported tournaments, competitions, exhibitions, fundraisers or otherwise that provide social and/or economic benefit to the City of Airdrie and the community at large. Applications for these events must be submitted at least one year in advance. The City of Airdrie intends on no more than one major event per season per amenity to minimize disruption of normal Airdrie resident use.

“LTAD” Long-Term Athlete Development (LTAD) model developed by the Canadian Sport of Life Society which provides a framework for developmentally appropriate activities in all stages of life.

“Local School” means schools within City of Airdrie boundaries. Priority will be given to Rocky View Schools to meet the requirements of the *Reciprocal Use Agreement* between that school board and the City of Airdrie.

“Municipal Programs/Services” means recreation programs (e.g. public access programs, swim lessons, public swim, drop in gym) offered by the City to provide an opportunity for community members to utilize City recreation facilities.

“Non-Local Sport Organizations” means any type of sport group that provides sport activities and/or services primarily to individuals who reside outside of Airdrie (>20%).

“Non-Sport Use” means any type of business, organization, entity, or otherwise that intends on using a sport amenity for a purpose outside of recreation, sport, or physical activity.

“Seasonal Contracts” means weekly reoccurring facility use for the duration of defined seasons listed in *Space Allocation Timelines & Guidelines* administrative procedure document. Groups who commit to a full season are prioritized.

“Tournaments/Major Competitions” means time allocated beyond a group’s base weekly allocation for regional or larger scale events. A maximum of one tournament, championship, or special event per organization per season will be considered. Any

additional requests will need to be achieved through using hours from the organizations' seasonal contract and/or negotiation for time swaps with other user groups.

**POLICY:**

The City of Airdrie will allocate seasonal contracts in the following order.

- 1) Municipal Programs/Services/Events
- 2) Local Schools (non-prime: M-F 8am-4pm)
- 3) Affiliated Sport Provider
- 4) Community Sport Provider - Youth
- 5) Community Sport Provider - Adult
- 6) Non-Local Sport Organizations
- 7) Non-Sport Use

The following process will be used to calculate and consider the seasonal entitlement for each of the above noted categories:

- 3-year registration trend
- Base allocation will be calculated by the registration trend combined with a sports governing bodies recommendation on weekly time aligned with the LTAD principles/stages. The ability to meet a sports suggested weekly allocation is not guaranteed.
- Conflicts between user groups within the same priority level will be solved by distributing time proportionate to overall participant registration numbers.
- Groups will only be able to exceed base allocation entitlements if all other requests for time, in all levels of the priority hierarchy, have been met.
- It is the understanding that user groups may have to work together to negotiate changes to their allocated times to accommodate their respective requests for tournaments, special events or needs outside of regular scheduled weekly allocations. The City reserves authority to alter rental schedules to accommodate other use.
- All groups must remain in good standing with the City of Airdrie (payment history, incident history, etc).

BASE ALLOCATION FORMULA/EXAMPLE OF A THEORETICAL SPORT GROUP  
(Affiliated group providing sport activities to multiple LTAD age stages)

SPORT A – Weekly allocation guidelines (hours per week per team) defined by SPORT A's governing Provincial/National Sport Organization and found within their Long-Term Athlete Development plan.				
Age Group	Hours Per Week Per Team	# of Registrants	# of Teams (15 players/team)	Base Allocation of Hours (weekly)
U5	1	90	6	6
U7	2 (1 hr practice / 1 hr game)	75	5	10
U9	2 (1 hr practice / 1 hr game)	75	5	10
U11 Rec	2 (1 hr practice / 1 hr game)	30	2	4
U11 Comp	2.5 (1 hr practice / 1.5 hr game)	45	3	7.5
U13 Rec	2 (1 hr practice / 1 hr game)	30	2	4
U13 Comp	2.5 (1 hr practice / 1.5 hr game)	45	3	7.5
U15 Rec	2.25 (1 hr practice / 1.25 hr game)	45	3	6.75
U15 Comp	2.5 (1 hr practice / 1.5 hr game)	30	2	5
U17 Rec	2.25 (1 hr practice / 1.25 hr game)	30	2	4.5
U17 Comp	3 (1 hr practice / 2 hr game)	15	1	3
<b>CALCULATED WEEKLY BASE ALLOCATION</b>				<b>68.25</b>
<b>TOTAL REGISTRANTS</b>				<b>510</b>
<b>% SHARE OF OVERALL REGISTRATION WITHIN PRIORITY LEVEL</b>				<b>80%</b>
<b>ACTUAL WEEKLY BASE ALLOCATED</b>				<b>54.60</b>

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Mayor

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City Clerk