

# Permit Allocation Policy and Fee Framework

## Parks, Forestry and Recreation



# Agenda

- Committee Members
- Introduction
- Background
- Process
- What we heard
- Impacts
- Implementation
- Summary

# Introduction

- To introduce a new harmonized Parks and Recreation Division permit allocation policy framework for the equitable allocation of all Parks and Recreation indoor and outdoor facilities when demand for facility space is greater than facility availability.

# Introduction

- Implementation of the council approved Permit rates for January 1, 2006
- Implementation of the council approved Allocation Policy
- Categorization of Parks and Facilities
- Handouts

# Background

- The permit process makes available thousands of recreation opportunities
- Permit holders are a significant partner providing additional recreation services
- In 2004, over 27,000 permits were issued to 2,800 community based organizations.
- The new allocation policy replaces 7 different permit allocation practices

# Background

cont'd..

- The new permit policy affects the allocation of all facilities and parks that require permits with the following exceptions:
  - indoor rinks (Under Review)
  - picnics
  - weddings photography
  - Non-Seasonal permits/events (One-time-use)
  - garden plots
  - tennis (Interim policy approved - January 2005)
  - bocce
  - lawn bowling

# The Process...

- Drafted guiding principles around permit allocation.
- 2,000 permit organizations, Members of Council, and Advisory Councils invited to district focus group meetings.
- 400 attended
- 40 written submissions
- of the 400, 150 volunteered to represent stakeholder interests in 5 work groups

# Process for Permit Fees

- Consultation with stakeholders of harmonization of permit fees
- Summer 2003
- Staff and public consultations



# What we Heard

- Need one permit process across Toronto
- Fair and equitable process
- Allocation should not be historically based
- Allocation should be based on the following priorities:
  1. Resident, Children and Youth
  2. Resident, Senior and Adult
  3. Other community groups that do not meet residency
  4. Private, commercial and individual groups

# What we Heard cont'd..

- Allocation needs to be responsive to:
  - Changing demographics
  - Under-represented groups to meet their recreation needs
  - New recreational activities and sports
- Increased accountability expectations from all permit holders around:
  - Proof of not-for-profit status
  - Proof of residency
  - Fields permitted and not being used

# What we Heard cont'd..

- Policy needs to address the issue of greater demand than supply
- Some facilities should be treated as local facilities
- Some facilities should be treated as regional facilities
- Specialty Facilities needs to be considered

# What we Heard cont'd..

- Community groups want the permit fees to be harmonized

# Impacts...

- Currently, majority of Permit allocation practices are based on historical use
- Children and Youth priority
- Permit holder accountability
- May disadvantage community organizations offering programs for Adults

# Impacts

- The new permit fees will take effect January 1, 2006
- The impact will be different for each district based on the facility type
- Facilities and Sports fields have been classified into Premier, A, B, and C
- Collection of information about organizations
- Proof of Non-for-Profit status
- Increase or decrease for of fees for permit groups

# Next Steps

- Public Meetings
- Flyers
- Training
- Information Sessions
- I.T. Enhancements

# Implementation

- Phase-in process for allocation
  - 3 years
- Permit Fees (January 1st, 2006)
  - Immediate



# Phasing in the Policy

- Step 1:
  - Summer 2005 - Permit groups are notified of the new allocation policy, fees, and workshops
- Step 2:
  - Winter 2005/Spring 2006
    - Notification of permit groups of how their allocation may be affected based on new policy
    - Implementation of new Permit fees
  - Handout on key Application dates
  - No changes to current allocation

# Phasing in

contd..

- Step 3 (2006/2007):
  - Partial implementation of new policy
  - No group, will gain or loose more than 25% of previous allocation
- Step 4 (2008):
  - Full implementation of new policy
  - Elimination of old allocation practices

# Summary

- Benefits of new Permit Allocation Policy:
  - Will standardize permit allocation practices
  - Fair and equitable
  - Will respond to concerns expressed by community organizations and permit holders
  - Implementation is gradual, allowing organization time to increase their residency
  - An appeal process will be set-up
  - Will inform and enable fees and charges harmonization

# Handouts

- Allocation Policy (Attachment 1)
- Appeals Process (Attachment 3)
- Rate Sheet (Attachment 1)