

Policy No:	PUD – 004
Department:	POLICY PLANNING / URBAN DESIGN
Subject:	REQUEST FOR JOINT FUNDING FOR PLAYGROUND EQUIPMENT ON SCHOOL PROPERTY

THAT the recommendation in the report of the Commissioner of Development Services be adopted and amended, as follows:

By approving the recommendation contained in the report of the Commissioner of Development Services dated September 21, 1999; and

By replacing Section 2.0,.6,b. of the policy with the following, in accordance with the memorandum of the Director of Urban Design and Environment dated September 27,1999:

“Indemnifies the City and the school board agrees to provide a certificate of insurance as proof of comprehensive liability insurance in an amount no less than five (5) million dollars, naming the City of Vaughan as an additional insured.”

Recommendation

The Commissioner of Development Services recommends:

1. That the enclosed draft Request for Joint Funding for Playground Equipment on School Property Policy be approved; and,
2. That the school boards be provided with a copy of this policy; and,
3. That the principals of Woodbridge and Thornhill Public Schools; and the York Region District School Board be advised of this policy and the impact on their individual requests.

Council Approval:	1999/09/27	Amended:	yyyy/mm/da
Report No/Item:	71/17	Report No/Item:	xx/xx
Cross Reference:	Policy 07.2.06		

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Attachment #1
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POLICY: REQUEST FOR JOINT FUNDING FOR PLAYGROUND EQUIPMENT ON SCHOOL PROPERTY

C:\MyFiles\playpol.wpd
Last revised date, September 6, 1999

1.0 Purpose of Policy

- .1 The intent of this policy is:
 - a. To provide guidelines to address requests received from individual schools, school boards and parent/school associations for joint funding for playground equipment on school property;
 - b. To facilitate the installation of playground equipment where there is no or limited opportunities to provide playground recreation opportunities within a park or within the community;
 - c. NOT to provide a funding source for playground equipment on school property for the sole of the school.
- .2 This policy does not apply to a request from the City to the School Board to locate a playground, (or any other recreational facility) on school property which is fully funded, paid and constructed by the City.

2.0 Guidelines for Approving Joint Funding

Council may approve joint funding of playground equipment on school property based on the following guidelines:

- .1 The school property is not adjacent to a park and there is no playground within the neighbourhood;
- or,**
- .2 Where the school is adjacent to a park, there either is no playground in the park or the equipment in the park does not meet the standards of the City or the needs of the community, (for example, a playground in the park may only meet the need of a specific age group);
- or,**
- .3 The request is a result of the replacement of a playground structure which was previously jointly funded by the City;
- and,**
- .4 The school, and/or parent/school association are also joint funding partners and have demonstrated that all funding sources will be secured and that the school board is prepared towards the cost for site preparation, (if required);
- and,**

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- .5 The playground equipment meets the latest Canadian Standards' Association (CSA) standards for playgrounds;
- and,**
- .6 That the school board agrees to enter into an agreement with the City which addresses, but is not limited to :
 - a. Confirmation that the playground equipment and installation meets the latest CSA standards;
 - b. Indemnifies the City of Vaughan;
 - c. Access to the use of the playground by the community is not restricted during non school hours;
 - d. Confirmation that the school board will be responsible for regular inspection, maintenance and repairs to the playground structure consistent with CSA standards.

3.0 Procedures for Submitting Requests

- .1 Written proposal is submitted to staff which includes the following information:
 - a. Location of proposed playground;
 - b. Contact person(s);
 - c. Name of playground manufacturer
 - d. Model number and catalogue photo or alternatively a copy of the design of the playground;
 - e. Certification from the manufacturer that the playground selected meets CSA standards;
 - f. Funding sources;
 - g. A letter from the School Board indicating that the Board is prepared to contribute towards the cost for site preparation and is prepared to enter into an agreement with the City as outlined in this policy.
- .2 Staff will upon receipt of the above noted written proposal shall:
 - a. Evaluate the merits of the proposal based on the above noted guidelines; and,
 - b. Bring forward a recommendation to Council for consideration and/or inclusion in the following years' capital budget submission.

4.0 Funding Approval

- .1 Request which have been approved under this policy shall receive funding equivalent to one third, (1/3), of the cost of the purchase and installation of the cost of the playground equipment only. This shall include GST.
- .2 The City shall not contribute towards the cost of site preparation. It is the City's understanding that the school board will only pay for the cost of site preparation to a maximum of \$10,000.00.
- .3 The City's funding source for such request shall be from taxation or as otherwise approved by Council.

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.4 Examples of cost sharing;

Scenario A - Cost of Site Preparation is \$10,000.00 or less

Summary of Playground and Site Preparation Costs

a. Cost for Playground Equipment and installation	\$15,000.00
b. Cost for site preparation	\$ 7,000.00
Total Cost (including GST)	\$23,000.00

Under this scenario the funding source would be as follows:

City's contribution is 1/3 of \$15,000.00	\$ 5,000.00
School Board's contribution is cost of site preparation to a maximum of \$10,000.00	\$ 7,000.00
Subtotal from City and School Board	\$12,000.00
School and/or School/Parent Association (\$23,000.00 minus \$12,000.00)	\$11,000.00

Therefore under this scenario the City's budget would be \$5,150.00, derived as follows:

1/3 cost of playground equipment including GST to school board	\$ 5,000.00
3% administration (internal)	\$ 150.00
Total approved Budget	\$ 5,150.00

Scenario B - Playground Replace Only, With No Site Preparation Costs

Summary of Playground and Site Preparation Costs

c. Cost for Playground Equipment and installation	\$21,000.00
d. Cost for site preparation	\$ 0.00
Total Cost (including GST)	\$21,000.00

Under this scenario the funding source would be as follows:

City's contribution is 1/3 of \$21,000.00	\$ 7,000.00
School Board's contribution is cost of site preparation to a maximum of \$10,000.00	\$ 0.00
Subtotal from City and School Board	\$ 7,000.00
School and/or School/Parent Association (\$21,000.00 minus \$7,000.00)	\$14,000.00

Therefore under this scenario the City's budget would be \$7,210.00, derived as follows:

1/3 cost of playground equipment including GST to school board	\$ 7,000.00
3% administration (internal)	\$ 210.00
Total approved Budget	\$ 7,210.00

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Scenario C - Cost of Site Preparation is Greater than \$10,000.00

Summary of Playground and Site Preparation Costs

e. Cost for Playground Equipment and installation	\$39,000.00
f. Cost for site preparation	\$16,000.00
Total Cost (including GST)	\$55,000.00

Under this scenario the funding source would be as follows:

City's contribution is 1/3 of \$39,000.00	\$13,000.00
School Board's contribution is cost of site preparation to a maximum of \$10,000.00	\$10,000.00
Subtotal from City and School Board	\$23,000.00
School and/or School/Parent Association (\$55,000.00 minus \$23,000.00)	\$32,000.00

Therefore under this scenario the City's budget would be \$13,390.00, derived as follows:

1/3 cost of playground equipment including GST to school board	\$13,000.00
3% administration (internal)	\$ 390.00
Total approved Budget	\$ 13,390.00

5.0 Procedures For Issuing Funds to the School Board

The City shall release payment to the school board, for the City's contribution upon

1. Receipt of the following information:
 - a. Confirmation that all other funding sources have been secured; and,
 - b. Certification that the playground equipment has been installed as per CSA standards; and,
 - c. Copy of the invoice of playground equipment;

and,
2. Confirmation that the agreement, as stipulated in item 2.6, (as noted above), between the City and the School Board has been signed.

Prepared by: Department of Urban Design + Environment
Draft 1 - September 4, 1999

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