



Governance & Services Committee

TO: Governance and Services Committee

FROM: Murray Kopp
Director of Parks Services

DATE: June 28, 2021

SUBJECT: Playground Maintenance Management Policy Update

Purpose: To seek approval from the Regional Board to update the existing Board policy 4.41 Playground Maintenance Management to comply with the updated 2020 Canadian Standards Association CAN/CSA Z614-2020 Playground Safety Standard.

Executive Summary:

The Regional District of Central Okanagan (RDCO) Parks Services regularly reviews and updates policies in order to keep them current, capture new standards, and make administrative edits.

The current Playground Maintenance Management policy was adopted on July 25, 2005 to comply with the 2003 Canadian Standards Association CAN/CSA Z614-2003. This standard has since been revised three times in 2007, 2014 and 2020. Staff have reviewed the policy and are recommending changes in the following key areas to comply with the most recent 2020 Canadian Standards Association CAN/CSA Z614-2020:

- Securing of site during construction;
- Inspection Frequency;
- Posting of owner identification on the premise for new playgrounds;
- Recording of any reported injuries; and
- Retention of documented inspection and maintenance logs.

RECOMMENDATION:

THAT the Governance and Services Committee recommends the Regional Board approve the updated RDCO Playground Maintenance Management Policy (BP#11-2021).

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Murray Kopp".

Murray Kopp, Director – Parks Services

Approved for Committee's Consideration

A handwritten signature in black ink, appearing to read "Jodie Foster".

Jodie Foster, Director,
Communication & Information Services

Prepared by: Matt Hammond, Supervisor of Operations – Parks Services

Implications of Recommendation:

Strategic Plan:	The update of this policy to the current standards supports the strategic plan of the Regional Board by providing proactive and responsive governance though keeping policies current and relevant.
Financial:	No additional financial requirements as this is an update of a previously approved policy. On-going operational funding is considered through the development of annual financial plans.
Policy:	Establishing guidelines that comply with the 2020 Canadian Standards Association CAN/CSA Z614-2020 for installation and maintenance of playgrounds.

Background:

Park users accessing playground equipment are owed a “Duty of Care” by those in authority. It is expected by park users that a reasonable standard of safety and care will be provided. It is therefore the responsibility of the RDCO Parks Services to establish guidelines for the installation of new playground equipment, as well as the ongoing maintenance of existing Regional District Playgrounds to comply with the relevant Canadian Standard (CAN/CSA Z614-2020).

The current Playground Maintenance Management policy, No. 4.41 was adopted on July 25, 2005. Staff have reviewed the current policy and have drafted required changes in the proposed Playground Maintenance Management Policy (Attachment 1) to comply with the most recent Canadian Standard.

Key changes include:

- Securing of Site during construction – During construction the site and all materials on it shall be secured when unattended to prevent children from playing on site.
- Inspection Frequency – Due to expense and resources it is not feasible to perform an in-depth inspection for every Regional District playground daily throughout the year. Regional District playgrounds shall be inspected in accordance with the Service Level Frequency Chart associated with available resources at that time of the year.
- Owner identification for emergency situations and for notifications of defective equipment and hazards shall be posted on the premises for new playgrounds only.
- Record of reported injuries – Any injuries reported to have occurred on the playground shall be collected to help identify potential hazards or dangerous design features that warrant future attention.
- Retention of documented inspection and maintenance logs are kept in accordance with the LGMA Records Retention Schedule.

Financial Considerations:

The adoption of the attached updated Playground Maintenance Management Policy will ensure that the RDCO implements changes to playground inspections to ensure the safety of park users within the reasonable financial and human resource capabilities allocated through the annual parks service program budgets.

External Implications:

The revision of the playground maintenance policy is required to comply with current Canadian Standards. In the event that the updated policy is not supported, the safety of park users may be affected and the Regional District of Central Okanagan may be held liable.

Alternative Recommendation:

THAT the Governance & Services Committee does not approve the updated Playground Maintenance Management Policy (BP#111-2021) and requests that RDCO Parks staff revise the policy to reflect RDCO Board requested edits for subsequent review at a future Governance & Services Committee meeting.

Considerations not applicable to this report:

- *Organizational Issues*
- *Legal/Statutory Authority*

Attachment(s):

- Playground Maintenance Management Policy – 2021 (BP#11-2021)