

Prioritisation of Use Policy – Open Country Stadium Matamata



te kaunihera ā-rohe o
matamata-piako
district council

Policy Objectives

- a) This policy aims to provide a structured and consistent framework for decision-making in relation to the prioritisation of bookings and use of Open Country Stadium Matamata, particularly in instances where scheduling conflicts arise.
- b) The specific objectives are to:
 - 1. Establish a transparent and consistent approach to the allocation of facility usage.
 - 2. Allow for flexibility to accommodate varying circumstances while maintaining consistency in application.
 - 3. Uphold the terms of the Shared Use Policy while maintaining adaptive capacity.
 - 4. Promote a broad range of sporting and recreational activities that reflect college and community interests.
 - 5. Balance increased usage of the facility with the achievement of target occupancy rates.
 - 6. Ensure that the nature of activities conducted within the stadium aligns with its design and intended purpose.

Definitions

Open Country Stadium Matamata

A shared community and college indoor recreation facility located on the grounds of Matamata College, Matamata.

User Group

Collective term for various organisations or individuals engaging in sporting or recreational activities within the facility.

Matamata Piako District Council Events and Venues Team.

Designated personnel responsible for the day-to-day management of Open Country Stadium Matamata, reporting to the Matamata College Board of Trustees and the college management team.

Background

- a) Open Country Stadium Matamata is a community asset jointly owned by Matamata College and Matamata-Piako District Council under a formal Property Sharing Agreement and Operational Rules.
- b) The facility is managed by the Events and Venues team of the Matamata-Piako District Council

Intended Use and Positioning

- a) In conjunction with the Operational Rule and Shared Use Policy, the facility prioritises the following categories of use:
 1. National-level tournaments/games.
 2. The college and community as per the allocation of use schedule in the Shared Use Policy.
 3. Regularly scheduled regional sports competitions.
 4. Regular community-based sport and recreational tournaments.
 5. Casual and community recreation bookings.

Booking Prioritisation Framework

- a) In conjunction with the Shared Use Policy the prioritisation of bookings is structured into three tiers:

Priority 1: Essential Operations and High-Impact Events

- Civil Defence/emergency use.
- Facility upgrades, renovations, or maintenance, requiring health and safety.
- International tournaments or events.
- National and regional events deemed significant to the Matamata-Piako District.
- Funeral (over 200 people)

Priority 2: Community and Educational Use

- The college's curriculum and sports activities, as outlined in the Shared Use Policy.
- Regional sports organisations and affiliated clubs.
- Regular community sports clubs, development academies, sports programmes, and sporting events. Indoor sports will take priority over sports that can be played in an outdoor setting.

Priority 3: Casual and Commercial Use

These bookings are considered only after seasonal and high-priority or exclusive use allocations are resolved.

- Casual community recreation bookings.
- Corporate, commercial, and private functions or hires.

Conflict Resolution Protocol

- a) In the event of a scheduling conflict, the Events and Venues Manager will assess the situation using the following criteria:
 1. National or regional tournaments receive precedence, provided the facility can meet the logistical requirements of the event. I.E., does not exceed maximum capacity levels, has relevant auxiliary space and court availability.
 2. Preference is given to long-term or recurring bookings where reasonable.

3. Consideration of participant and spectator numbers to maximise facility usage.
4. Community relevance and alignment with council and college strategic or social objectives.
5. Flexibility regarding dates, times, and number of courts requested.
6. Impact on user groups and their ability to deliver a successful event or programme.
7. Availability of alternative venues to accommodate displaced activities.
8. Alignment with the Shared Use Policy obligations.
9. Contribution to the facility's financial sustainability and offset operational costs.

Final Authority

- a) The Events and Venues Manager retains the final authority to make decisions regarding booking prioritisation.
- b) In instances where a conflict is especially complex or if an event's alignment with the facility's purpose is in question, the Events and Venues Manager will escalate the matter for consultation with the Facility Operations Manager and, or council General Manager and the Matamata College Management Team.
- c) If deemed necessary, the matter will also be referred to the Matamata-Piako District Council and/or the Matamata College Board of Trustees for resolution.