

# Delegation of fee waiver for Thames Civic Centre

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**TO** Thames Community Board  
**FROM** Brian Robson - Thames Community Manager  
**DATE** 20 June 2018  
**SUBJECT** Delegation of fee waiver for Thames Civic Centre

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## **1 Purpose of report**

The purpose of the report is to request the Thames Community Board to rescind part of a resolution that delegated a limited authority to waive hire fees for the Thames War Memorial Civic Centre to the Thames Community Manager.

## **2 Background**

At the 28 May 2018 meeting the Thames Community Board was presented with a request from the Thames Community Manager to pay for a \$38 hire fee for a community meeting from the Community Board's Discretionary Fund.

After accepting the funding request, the Thames Community Board questioned why such an apparently minor matter required full Board approval and discussed various ways to pre-approve or delegate the authority to waive fees to the Community Manager.

Thames Community Board resolved to delegate authority to the Community Manager to waive fees for the Thames War Memorial Civic Centre for users with a broad community benefit of up to \$150 per application. The Board intended to monitor the application of this waiver by way of a Community Manager's report.

### **30/18 Resolved**

**TCB** *That the Thames Community Board:*

- 1. Receives the 'Civic Centre Hire' report, dated 17 May 2018.*
- 2. Approves the payment of hire fees to the Civic Centre Conference room and approves payment of \$36 from the Thames-Community Board Discretionary Fund.*
- 3. Delegates to the Community Manager to waive fees for the Thames War Memorial Civic Centre for users with a broad community benefit of up to \$150 per application.*

**Moved/seconded by:** Simpson/Croft

## **3 Issue**

The Community Board's Terms of Reference does not allow any further delegation by the Community Board. Staff request that the resolution to delegate authority to waive the hire fee for the Thames Civic Centre be rescinded.

#### **4 Discussion**

The Community Board's Terms of reference were checked following the May 2018 meeting and it was determined that the Community Board was prohibited from making any delegation of Community Board powers.

To correct the past decision, which was ultra vires (beyond one's legal power or authority), staff suggest that the part resolution be rescinded so that there is a public record.

#### **5 Suggested resolution(s)**

That the Thames Community Board:

1. Receives the 'Delegation of fee waiver for Thames Civic Centre' report, dated 20 June 2018.
2. Rescinds the following part resolution from resolution 30/18 of the 28 May 2018 meeting:
3. *Delegates to the Community Manager to waive fees for the Thames War Memorial Civic Centre for users with a broad community benefit of up to \$150 per application.*