

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: June 24, 2024

TO: Mayor and Council

FROM: John Woolgar, Director Recreation and Culture

SUBJECT: Facility Allocation and Fee Waiver Amendment

RECOMMENDATION(S)

THAT Council receive the report and provide direction to staff on preferred amendments to the Facility Allocation and Fee Waiver Policy.

EXECUTIVE SUMMARY

White Rock's recreation and culture facilities are rented to a variety of groups and the number of bookings has shown steady growth over the last several years. While the majority of community groups booking facility space pay the not-for-profit rate, there are many organizations that request facility fee waivers.

In addition, if facility rentals displace recreation and culture programs, this can negatively impact member participant experiences and result in lost revenue when the program is unable to be relocated to a suitable facility.

An amended Facility Allocation Fee Waiver Policy, which is fair and transparent, is necessary for the City to prioritize allocation of limited space, protect the experience of program participants and respond to fee waiver requests from community groups.

INTRODUCTION/BACKGROUND

White Rock Recreation and Culture have four recreation facilities that have rooms available for rent to the public. These facilities are the White Rock Community Centre, Centennial Park Leisure Centre, Horst and Emmy Werner Centre for Active Living, and the Kent Street Activity Centre. The White Rock Community Centre has the highest demand for room rentals due to its central location, newer construction, audio-visual equipment, and free underground parking.

Groups that book recreation and culture facilities pay one of three types of facility rental rates: commercial business, private rental, or non-profit. As demand for facility rentals increases, facility rental requests are regularly conflicting with existing recreation and culture programs. It is challenging to move existing recreation and culture programs to different facilities and feedback from program participants is that it is disruptive and negatively impacts their experience. If there is no other suitable space to move a recreation program, it is often cancelled and results in a loss of revenue.

The proposed amendments to the Facility Allocation and Fee Waiver policy provide a balance between the needs of various user groups and protecting the experience of members and

participants in Recreation and Culture programs by providing a priority order for groups seeking space. In addition, it will provide clarity to staff in determining which organizations should receive a facility rental fee waiver.

Principles of the Facility Allocation and Fee Waiver Policy

The purpose of Recreation and Culture facilities is to provide important programs and services to White Rock residents. Staff have proposed three principles for the amended Facility Allocation Fee Waiver Policy which include:

1. Registered recreation & culture programs and Category A Special Events have priority when determining if there is space for a facility rental.
2. Internal bookings of recreation facilities are complimentary to recreation and culture programs and Category A Special Events. Internal recreation facility bookings should not displace recreation programs or ongoing revenue generating facility rentals unless approved by the Director Recreation and Culture.
3. Maximize recreation revenue and revenue producing facility rentals. Providing too many facility rental fee waivers reduces Recreation and Culture revenue for the City.

Facility Fee Waivers

The following groups are proposed to receive facility fee waivers automatically:

1. City Recreation and Culture Programs.
2. Category A Special Events.
3. Internal City Bookings.
4. City Service Delivery Partners: organizations that are funded to provide services to the City of White Rock. Examples include bookings requested by White Rock Museum & Archives, White Rock Library, and the White Rock RCMP.
5. City Community Group/Planning Tables: community groups or planning tables that serve White Rock residents and have city staff attending organizational meetings in a leadership role. Examples include Move for Life South Surrey White Rock, Semiahmoo Seniors Planning Table, and the White Rock/South Surrey Child and Youth Committee Table.

Options for Legacy Groups

Staff are providing two options for council to consider in the amended fee waiver for groups that are currently receiving a facility fee waiver but would no longer be eligible under the new facility fee waiver policy.

Option 1 - Legacy Groups

The following groups will be legacied and will continue to receive a facility fee waiver for their current recreation facility bookings. These groups will be required to pay the non-profit rate for any additional recreation facility space over and above their current facility bookings.

These groups are:

- 1) Peace Arch Hospital Foundation Gala
- 2) White Rock South Surrey Skating Club Dryland Training at Centennial Park Leisure Centre recreation room.
- 3) Christmas on the Peninsula special event at the White Rock Community Centre.
- 4) Fraser Health Community Action Team monthly meetings.
- 5) White Rock South Surrey Stroke Recover Team annual Holiday lunch at Centre for Active Living Education Room.

Option 2 - Legacy Groups Until 2026

The following groups will be legacied until January 1st, 2026, when they will be required to pay the non-profit facility rental rate for the facility that they are using.

These groups are:

- 1) Peace Arch Hospital Foundation Gala
- 2) White Rock South Surrey Skating Club Dryland Training at Centennial Park Leisure Centre recreation room.
- 3) Christmas on the Peninsula special event at the White Rock Community Centre.
- 4) Fraser Health Community Action Team monthly meetings.
- 5) White Rock South Surrey Stroke Recover Team annual Holiday lunch at Centre for Active Living Education Room.

FINANCIAL IMPLICATIONS

A facility fee waiver is a discount on a recreation facility booking. Therefore, no funding source is required as the Recreation and Culture department currently subsidizes existing groups receiving a fee waiver.

For organizations that require recreation facility usage after business hours or request staff to perform room set ups and/or take downs, staffing costs will be recovered from the rental group and are not discounted through this policy.

The City's Fees and Charges Bylaw contains room rental fees for all recreation and culture facilities. Rate comparisons with nearby municipalities are regularly completed by recreation and culture staff. The last rate comparison was completed in 2023 and showed that White Rock recreation facility rental fees were comparable with nearby municipalities. Please see Appendix A for Recreation and Culture facility rental fees.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS

Recreation and Culture staff will continue to work with all city departments to meet internal space needs such as staff training and public meetings.

ALIGNMENT WITH STRATEGIC PRIORITIES

The Fee Waiver Policy amendments align with Council's community strategic priority to foster a livable city with connected residents enjoying distinctive places and activities.

OPTIONS / RISKS / ALTERNATIVES

The following options are available for Council's consideration:

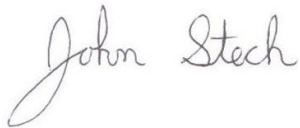
List options:

- Do not legacy any groups effective January 1, 2025
- Provide legacy to select groups
- Do not amend the Fee Waiver Policy.

CONCLUSION

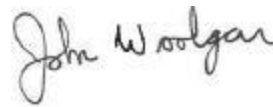
White Rock has four recreation and culture facilities that have seen an increase in demand for facility rentals from community organizations and private groups. An amended fee waiver policy ensures that all individuals and groups are treated fairly regarding consideration of facility rental fees. The policy will also provide City staff with clear direction when considering fee waiver requests from public groups and the proposed facility rental order of priority provides clarity to staff when allocating recreation facility rental space and helps to protect member and participant experiences.

Respectfully submitted



John Stech
Manager Community Recreation

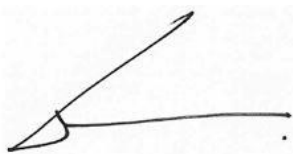
Approved by,



John Woolgar
Director, Recreation and Culture

Comments from the Chief Administrative Officer

I concur with the recommendation of this corporate report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: 2024 Facility Rental Rates
Appendix B: Current Facility Fee Waiver Policy