

File No.: 04-1000-20-2017-358

October 25, 2017

s.22(1)

Dear s.22(1)

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am responding to your request of September 25, 2017 for:

All information held by the City of Vancouver, including the Vancouver Board of Parks and Recreation, which designates the head of the local public body for the purposes of FOIPPA, where the "public body" is, or includes, the Vancouver Board of Parks and Recreation, from September 25, 2012 to September 25, 2017.

All responsive records are attached.

Please note: prior to October 11, 2017, the delegations were verbal.

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (#04-1000-20-2017-358); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Please do not hesitate to contact the Freedom of Information Office at foi@vancouver.ca if you have any questions.

Yours truly,



Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4
Phone: 604 .873.7999
Fax: 604.873.7419

Encl.

:cf



Delegation by the Head of the Vancouver Board of Parks and Recreation

Whereas in the *Freedom of Information and Protection of Privacy Act* (the “Act”), Section 77 requires that the Vancouver Board of Parks and Recreation designate a person or group of persons as the “head” for the purpose of the Act and Section 66 of the Act authorizes the “head” to delegate to any person any duty, power or function of the head;


Whereas in Freedom of Information and Protection of Privacy By-law - A By-law to Provide for the Administration of the Freedom of Information and Protection of Privacy Act for the Vancouver Board of Parks and Recreation - (the “By-law”), Section 3 designates the General Manager as the Head for the purposes of the Act, and Section 4 authorizes the Head to delegate to any person any duty, power or function of the head, except that the delegation must be in writing, may be subject to such conditions or restrictions as the head considers appropriate, and must comply with Section 66 of the Act;

Pursuant to Section 66 of the Act, and Section 4 of the By-law, the General Manager hereby delegates the powers, duties and functions as head of the Vancouver Board of Parks and Recreation to the Director, Access to Information, subject to the following conditions and restrictions:

1. that powers, duties and functions of the head set out under Section 25 of the Act shall not be delegated and shall be exercised exclusively by the General Manager;
2. that the persons to whom the powers, duties or functions are delegated are bound in the exercise of those powers, duties or functions by the jurisdictional, legislative and administrative limitations to which the head is subject;
3. that the powers, duties or functions delegated to any person may also be exercised by another person who holds the person’s position in an acting capacity to which he or she has been duly appointed; and
4. that, notwithstanding the delegation of the powers, duties or functions, the General Manager may exercise at any time any of the powers, duties or functions delegated.

This delegation is effective on and from October 11, 2017 and shall remain in effect until revoked.

This delegation may be revoked, or amended from time to time.



Malcom Bromley, General Manager
Vancouver Board of Parks and Recreation

BY-LAW NO. 11451

**A By-law to Provide for the Administration of
the Freedom of Information and Protection of Privacy Act
for the City of Vancouver**

Whereas in the Freedom of Information and Protection of Privacy Act, Section 77 requires that Council designate a person or group of persons as the "head" for the purposes of the Act, Section 66 of the Act authorizes the "head" to delegate to any person any duty, power or function of the head and section 13 of the Freedom of Information and Protection of Privacy Regulation sets out the maximum fees for services provided pursuant to the Act;

THE COUNCIL OF THE CITY OF VANCOUVER, in public meeting, enacts as follows:

1. The name of this By-law, for reference, is the "Freedom of Information and Protection of Privacy By-law".
2. In this By-law:
 - "Act" means the Freedom of Information and Protection of Privacy Act;
 - "Head" means the person designated as the head of the public body for the purposes of the Act in accordance with Section 77 of the Act; and
 - "Public body" means the City of Vancouver.
3. The City Manager is designated as the Head for the purposes of the Act.
4. The Head is authorized to delegate to any person any duty, power or function of the head, except that the delegation:
 - (a) must be in writing;
 - (b) may be subject to such conditions or restrictions as the head considers appropriate; and
 - (c) must comply with Section 66 of the Act.
5. Fees must be in accordance with Schedule 1.
6. Council repeals By-law No. 7364.
7. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.

8. This By-law is to come into force and take effect on the date of enactment.

ENACTED by Council this 24th day of February, 2016



Mayor



City Clerk

Schedule 1

Schedule of Fees

Item	Description of Services	Management Fees
1	For applicants other than commercial applicants:	
	(a) for locating and retrieving a record	\$7.50 per 1/4 hour after the first 3 hours
	(b) for producing a record manually	\$7.50 per 1/4 hour
	(c) for producing a record from a machine readable record from a server or computer	\$7.50 per 1/4 hour for developing a computer program to produce the record
	(d) for preparing a record for disclosure and handling a record	\$7.50 per 1/4 hour
	(e) for shipping copies	actual costs of shipping method chosen by applicant
	(f) for copying records	
	(i) CDs and DVDs, recordable or rewritable	\$4 per disk
	(ii) microfiche or microfilm to paper duplication	\$0.50 per page (8.5" x 11")
	(iii) photographs	Digital file - \$17 per image
	(iv) ink jet, laser print or photocopy, black and white	\$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(v) ink jet, laser print or photocopy, colour	\$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
	(vi) scanned electronic copy of a paper record	\$0.10 per page
	(vii) slide duplication	Digital file - \$17 per image
2	For commercial applicants for each service listed in Item 1	the actual cost to the public body of providing that service

Note: In keeping with the City of Vancouver's Greenest City goals, the FOI office does not provide hard copies of responsive records unless there are exceptional circumstances. All responsive records are provided in electronic formats

Delegation by the Head of the City of Vancouver

Whereas in the *Freedom of Information and Protection of Privacy Act* (the “Act”), Section 77 requires that Council designate a person or group of persons as the “head” for the purpose of the Act and Section 66 of the Act authorizes the “head” to delegate to any person any duty, power or function of the head;

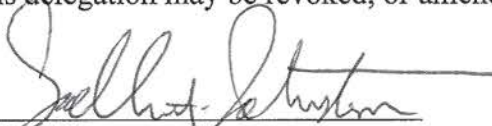
Whereas in By-Law No. 11451 – A By-law to Provide for the Administration of the Freedom of Information and Protection of Privacy Act for the City of Vancouver – (the “By-law”), Section 3 designates the City Manager as the Head for the purposes of the Act, and Section 4 authorizes the Head to delegate to any person any duty, power or function of the head, except that the delegation must be in writing, may be subject to such conditions or restrictions as the head considers appropriate, and must comply with Section 66 of the Act;

Pursuant to Section 66 of the Act, and Section 4 of the By-law, the City Manager hereby delegates the powers, duties and functions as head of the City of Vancouver to the Director, Access to Information, subject to the following conditions and restrictions:

1. that powers, duties and functions of the head set out under Section 25 of the Act shall not be delegated and shall be exercised exclusively by the City Manager;
2. that the persons to whom the powers, duties or functions are delegated are bound in the exercise of those powers, duties or functions by the jurisdictional, legislative and administrative limitations to which the head is subject;
3. that the powers, duties or functions delegated to any person may also be exercised by another person who holds the person’s position in an acting capacity to which he or she has been duly appointed; and
4. that, notwithstanding the delegation of the powers, duties or functions, the City Manager may exercise at any time any of the powers, duties or functions delegated.

This delegation is effective on and from October 11, 2017 and shall remain in effect until revoked.

This delegation may be revoked, or amended from time to time.


Sadhu Johnston, City Manager
City of Vancouver



Freedom of Information and Protection of Privacy By-law

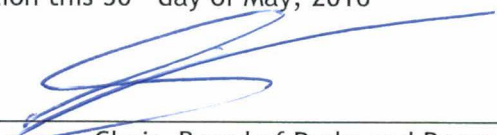
A By-law to Provide for the Administration of the Freedom of Information and Protection of Privacy Act for the Vancouver Board of Parks and Recreation

Whereas: Section 77 of the Freedom of Information and Protection of Privacy Act (“the Act”) requires that the Vancouver Board of Parks and Recreation designate a person or group of persons as the “head” for the purposes of the Act; Section 66 of the Act authorizes the “head” to delegate to any person any duty, power or function of the head; and section 13 of the Freedom of Information and Protection of Privacy Regulation to the Act sets out the maximum fees for services provided pursuant to the Act;

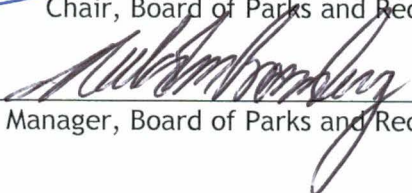
THE Vancouver Board of Parks and Recreation, in public meeting, enacts as follows:

1. The name of this By-law, for reference, is the “Freedom of Information and Protection of Privacy By-law”.
2. In this By-law:
 - “Act” means the Freedom of Information and Protection of Privacy Act;
 - “Head” means the person designated as the head of the public body for the purposes of the Act in accordance with Section 77 of the Act; and
 - “Public body” means the Vancouver Board of Parks and Recreation.
3. The General Manager is designated as the Head for the purposes of the Act.
4. The Head is authorized to delegate to any person any duty, power or function of the head, except that the delegation:
 - (a) must be in writing;
 - (b) may be subject to such conditions or restrictions as the head considers appropriate; and
 - (c) must comply with Section 66 of the Act.
5. Fees must be in accordance with Schedule 1.
6. The Vancouver Board of Parks and Recreation repeals the Park Board Freedom of Information and Protection of Privacy By-law enacted December 1, 2003.
7. A decision by a court that any part of this By-law is illegal, void, or unenforceable severs that part from this By-law, and is not to affect the balance of this By-law.
8. This By-law is to come into force and take effect on the date of enactment.

ENACTED by the Vancouver Board of Parks and Recreation this 30th day of May, 2016



Chair, Board of Parks and Recreation



General Manager, Board of Parks and Recreation



Freedom of Information and Protection of Privacy By-law
Vancouver Board of Parks and Recreation

SCHEDULE 1
Schedule of Fees

Description of Services	Management Fees
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2. For commercial applicants for each service listed in Item 1	the actual cost to the public body for providing that service

Note:

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