

Leisure Services

Step One: Community Needs Assessment Tool

Whether the service you're considering is initiated by Council, staff or some sector within the community, use this tool to determine whether or not a service:

- ♦ is based on community need
- ♦ falls within Parks & Recreation strategic directions

If your conclusion is yes, move on to Step Two: Options Analysis

Burlington! a vibrant, healthy community

... driven by need ... founded on partnerships ...
grounded in leadership



LEISURE SERVICES POLICY ... Step One

Community Needs Assessment Tool

Completed by: _____ Date: _____

Service: _____ Target Group(s): _____
(Specific interest, specific age group or location)

DRIVER/INITIATED BY:

- | | |
|---|---|
| <input type="checkbox"/> Community Request (individual/group) | <input type="checkbox"/> Council Initiated or Directed |
| <input type="checkbox"/> City Staff Idea (benefit/trend/service need/gap) | <input type="checkbox"/> Commercial Request (individual/business) |
| | <input type="checkbox"/> Other: _____ |

MISSION/VISION VALIDATION/STRATEGIC FIT

(Check all that apply and provide details in space available)

- 1. The service is a sport, recreation, leisure, arts, heritage or cultural activity, facility or service.

- 2. The service is focused on skill &/or knowledge development related to Item 1.

- 3. The focus of the service is on enjoyment of the experience and results in benefits in one or all of the following areas: personal health, human development, quality of life, anti-social behavior, families & communities, pay now or pay more later, economic generator, ecological survival.

- 4. The service is inclusive or introductory in nature and promotes general access to residents regardless of ability.

- 5. The service offers practical, experiential and/or educational awareness that will assist participants to make informed choices about personal leisure pursuits.

- 6. The result of the service is a significant or broad benefit to the community in one or all of the following areas: environmental, community and/or neighborhood identity, community pride, community leadership.

COMMUNITY NEED VALIDATION

- 1. To what extent does the existing network of leisure service providers facilitate this service?

 Not at all Somewhat A great deal Unknown
- 2. To what extent do local/regional/provincial/national trends support the development or expansion of this service?

 Not at all Somewhat A great deal Unknown

3. To what extent do neighborhood demographics support the need for this service?

Not at all Somewhat A great deal Unknown

4. To what extent do City demographics support the need for this service?

Not at all Somewhat A great deal Unknown

5. To what extent has the community identified a need for this service through direct contact with City staff, survey responses, participation in related services and current/potential issues/problems?

Not at all Somewhat A great deal Unknown

6. Is community need supported by other information and studies?

Not at all Somewhat A great deal Unknown

7. To what extent does this service complement the existing range of services provided in the neighbourhood and/or the community?

Not at all Somewhat A great deal Unknown

8. To what extent does community need require further investigation?

Not at all Somewhat A great deal Unknown

Need help with trends or demographics?

Call the Community Developer Planner at ext. 7815.

Need help with evaluation or research?

Call the Policy & Research Planner at ext. 7785.

CONCLUSION

Service Meets Community Needs: Not at all A little Somewhat A great deal

RECOMMENDATION(S)

List specific recommendations as a result of the Community Needs Assessment:

Continue to Step Two: Options Analysis? Yes No

Our Vision...

Citizens of Burlington will enjoy personal fulfillment and community pride, and recognize parks and recreation as vital to the quality of their life.

Our Mission...

Working in partnership with the community, the Parks & Recreation Department will provide strong leadership to ensure that all citizens of Burlington have access to a diverse range of recreational and cultural opportunities through the provision of quality and customer driven programs, facilities, parks and open spaces.

Integrated Outdoor Places

- ◆ QUALITY PARKS AND OPEN SPACE
- ◆ DYNAMIC WATERFRONT
- ◆ NIAGARA ESCARPMENT AND RURAL FEATURES
- ◆ INTERCONNECTED TRAILS

Community Recreation For All

- ◆ MULTI-GENERATIONAL OPPORTUNITIES
- ◆ NEIGHBOURHOOD OPPORTUNITIES
- ◆ CULTURAL OPPORTUNITIES

Accessible Community Facilities

- ◆ COMMUNITY AND SPORTS FACILITIES
- ◆ SPECIALIZED FACILITIES

Effective Facilitation and Leadership

- ◆ COMMUNITY PARTNERSHIPS
- ◆ EFFECTIVE LEADERSHIP AND COMMUNICATION



November 2002

"The support of the Government of Ontario through the Ministry of Citizenship, Culture, Tourism and Recreation is acknowledged"
"The views expressed herein are those of the City of Burlington and do not necessarily reflect those of the Government of Ontario and the Ministry of Citizenship, Culture, Tourism and Recreation."

