



City of
Peterborough

To: **Members of the Arenas Parks and Recreation Advisory Committee**

From: **Rob Anderson, Recreation Division Coordinator**
Geoff Matthews, Manager - Peterborough Sport & Wellness Centre

Meeting Date: **January 21, 2014**

Subject: **Report APRAC14-001**
HIGH FIVE Update

Purpose

A report to provide information on the outcome of the 2013 Accredited Organization HIGH FIVE re-verification process.

Recommendation

That the Arenas Parks and Recreation Advisory Committee approve the recommendation outlined in Report APRAC14-001 dated January 21, 2014, of the Recreation Division Coordinator and the Manager - Peterborough Sport and Wellness Centre as follows:

That Report APRAC14-001 be received for information.

Budget and Financial Implications

There is no budget or financial implication resulting from the approval of the recommendation of Report APRAC14-001.

Background

At its meeting of March 19, 2013, the Arenas Parks and Recreation Advisory Committee (APRAC) received Report APRAC13-011, which advised of the City's requirement to undergo the HIGH FIVE re-verification process in 2013. As a HIGH FIVE Accredited Organization, the City is required to participate in a re-verification process every three years. The City achieved its accreditation in 2007, and had a successful re-verification in 2010.

Despite a successful re-verification in 2010, and continuing to follow the same processes between 2010 and 2013, HIGH FIVE now requires that the City takes the following additional actions by the end of December 2013, in order to maintain its Accredited Organization Status:

- QUEST 1 (Review of Policies) must be completed on all areas of children's programs under Community Services, including the Library, Art Gallery, Museum and all Recreation programs. Limiting involvement to Recreation programs only is no longer an option. All policies and procedures must be rewritten or added to employee and risk management manuals for all staffing areas to include HIGH FIVE requirements.
- All front line staff for contracted sports programs needs to be trained in PHCD (Principles of Healthy Child Development).
- All of the City's directly delivered children's programs for ages 6 – 12 years, including the Library, Art Gallery, Museum and all Recreation programs, must become involved in the HIGH FIVE standard, including PHCD training for all front line staff, QUEST 1 policies and procedures in place and active, logo use compliance, and QUEST 2 (program evaluations) completed, reviewed by supervisors, entered into database and tracked for next three years.

Staff has reviewed the implications of meeting the HIGH FIVE requirements listed above. There are insufficient financial and human resources to accommodate the requirements to maintain the Accredited Organization Status. HIGH FIVE does not provide any funding to the City. However, the City paid \$1,730 in Accredited Organization fees in 2013, plus all training, supplies, and promotion costs associated with HIGH FIVE.

HIGH FIVE involvement is optional, and the City can choose to transition from the Accredited Organization status to a Registered Organization Status at any time. It is not necessary to be an Accredited Organization to participate in and be committed to the HIGH FIVE system of measuring and improving program and service delivery. A Registered Organization is permitted to use the HIGH FIVE tools and resources, which help in performing internal audits for its own purposes, supervise HIGH FIVE involvement within its various service areas, organize Quest 2 assessments, and track

the outcomes for its own purposes and actions. Therefore, City Staff informed HIGH FIVE in November 2013 that the City will transition to the Registered Organization Status, effective immediately.

Submitted by,

Rob Anderson
Recreation Division Coordinator

Geoff Matthews
Manager - Peterborough Sport and Wellness
Centre

Contact Name:
Rob Anderson
Phone: 705-742-7777 Ext. 1833
Toll Free: 1-855-738-3755
Fax: 705-748-8824
E-Mail: randerson@peterborough.ca