



SPORTS AND RECREATION POLICY FRAMEWORK



“CREATING A SUSTAINABLE HEALTHY AND CULTURAL LIFESTYLE”

TABLE OF CONTENTS

PURPOSE

SCOPE

EXECUTIVE SUMMARY

SECTION 1: INTRODUCTION

SECTION 2: COMPONENTS OF STRATEGY

2.1 Facility Development and Maintenance

2.2 Sports Development

2.3 Sports for community development

2.4 Active Recreation

2.5 Institutional Framework

SECTION 3: ROLES AND RESPONSIBILITY

3.1 Setsoto Local Municipality

3.2 Sporting bodies/ Clubs / Service Provider

SECTION 4: MONITORING, EVALUATION AND REVIEW

SECTION 5: REFERENCE DOCUMENTS

PURPOSE

This policy framework provides a guide for:

- **The development of policies, strategies and programmes by the municipality**
- **Municipal sport and recreation activities and the necessary resources allocation and**
- **Contribution to a range of municipal objectives including improved health and community development outcomes**

This sports and recreation policy framework guides all municipal activities in the field of sport and recreation. It is aligned with National and Provincial priorities as captured in the NSRP (National Sports Recreation Plan). It provides a mechanism for engaging the sporting fraternity in the municipal area in sports and recreation activities. It also sets out the roles and responsibilities of municipality and its sporting fraternity. For the purpose of this framework:

“Sport” is defined as:

“ A physical human activity with rules, an element of competition and organised structure”

“Recreation” is defined as:

“Leisure activities people undertake for enjoyment, to maintain and improve their health and well-being while restoring and challenging their self-perception”

The concepts of Enabler, Facilitator and Provider have the following meaning:

“Enabler”

“ Provide infrastructure support, Facilities and Equipment”

“Facilitator”

“ Skills development, training, capacity building and workshops”

“ Provider”

“ Where the function or activity is undertaken by the municipality with its own people facilities and equipment”

EXECUTIVE SUMMARY

This policy framework is a guide for sports and recreation programmes undertaken by the municipality and for adequate resources allocation.

It also outlines the roles and responsibility of role players in sports and recreation and it is intended to give direction as to how sports and recreation is to be administered and managed within Setsoto Municipality. For the purpose of this policy framework:

The sports and recreation strategic framework outlines a broader guideline for implementation of a sports and recreation strategy for the municipality. It is aligned with the National Sports and Recreation Plan (NSRP) to provide synergy with the national and provincial vision, mission and objective for sports and recreation.

Section 1: deals with an introduction and background rationale for development of the sport and recreation strategic framework and the policy documents that informs the strategy.

Section 2: is essentially the backbone of the strategy as it outlines the core components on which the strategy will be will be namely:

- 1) Facility Development and Maintenance**
- 2) Sports Development**
- 3) Sports for community development**
- 4) Active Recreation**
- 5) Institutional framework that will guide the interaction between the Municipality and sporting fraternity.**

These core components of strategy will inform our business plans and action plans and create a focussed approach to sports and recreation in the municipality area.

Section 3: clarifies the roles of the municipality and sporting bodies, clubs, service provider in the provision of sports and recreation. It is intended to ensure that all stakeholders involved in sports and recreation has clear understanding of their roles and responsibilities.

Section 4: deals with monitoring, evaluation and reviews aspects of the strategy. Performance indicators will be developed for core components of the strategy to ensure that we measure our performance against these indicators. These indicators will also be reviewed annually to ensure that it is still relevant.

SECTION 1: INTRODUCTION

Vision 20/20 deals with the expected outcomes and “ideal future” for a South African sports system. It strives inter alia for:

- **The inclusion of sports and recreation in the Local Economic Development (LED) Plans and Municipal Integrated Development Plan (IDP) and;**
- **Sufficient and accessible sports facilities that are well maintained and fully utilised by communities.**

The National Sports and Recreation Plan (NSRP) is the end product of consultative process with all stakeholders in the South African sports and recreation sector. It outlines the implementation plan for the sports and recreation policy framework captured in the White Paper. It is essentially the programmes, projects and activities that will be undertaken by role-players that comprise the South African sports sector to achieve the Vision, Mission and objective of the White Paper on sports and recreation.

The pillars of the NSRP are:

- ❖ **A active nation**
- ❖ **A winning nation**
- ❖ **Creating an enabling environment to achieve an active and winning nation**
- ❖ **Using sport as a tool to achieve national priorities**

The enabling environment that is required to give effect to the two pillars of the NSRP is inter alia, facilities, clubs and sports councils.

In developing our municipal strategy, it is essential that our strategy is aligned with the NSRP to create synergy with national and provincial vision, mission and objectives for sport and recreation.

SECTION 2: COMPONENTS OF THE STRATEGY

2.1 FACILITY DEVELOPMENT AND MAINTENANCE

This component deals with the provision and building of new facilities and proper maintenance (taking care of or look after) of our existing to expand its lifespan.

One of the strategic objectives of NSRP is to ensure that South African sports and recreation is supported by adequate and well maintained facilities. It is acknowledged that the provision and maintenance of facilities forms the foundation for the entire sports and recreation system. If the facilities are neglected, it will have serious consequences for the development of our young people. In terms of facility development, new facilities should be developed after

thorough consultation with the local affected communities and relevant sports federations for the sporting codes which will be provided for in the new development. Flowing from Sports Indaba Declaration, it was agreed that:

- **In the design and planning of new facilities, municipalities should be encouraged to build multi-functional sports facilities. This will;**
- **Contribute to the optimal use of facilities**
- **Contribute to integrated sport and recreation programmes and activities**
- **Contribute to diversification in sports and recreation**
- **Results in seasonal usage of facilities that will contribute to safety and sense of multi- disciplinary community ownership.**

This will ensure that new facilities comply with principles of relevance and accessibility. New facilities should also only be considered after careful consideration of the maintenance impact on the budget in terms of staff and equipment. Greater focus should be on the development of existing facilities outlined in the five year capital programme where the need is greatest. This five year capital programme should be reviewed annually.

The maintenance of facilities is the key to ensure that we broaden the base of participation, especially amongst the youth. Neglected facilities reduce participation, therefore defeating the objective of creating an active nation. In order to ensure that we maintain our facilities pro-actively, a preventative Maintenance Plan will be adopted to implement at all our sport and recreation facilities. The purpose of the plan is:

- **To maintain facilities in a pro-active manner to detect minor maintenance requirements early to prevent deterioration with resultant major maintenance at later stage.**
- **To have a proper housekeeping schedules in place to ensure the effective internal and external cleaning of facilities to enhance the aesthetic appearance, general neatness and to strengthen monitoring and control.**
- **To determine the age of the facilities and to plan for major upgrading where structures such as roofs, electrical wiring, floors and so on needs replacement when reaching its full lifespan and to plan well in advance to have these items placed on the capital programme to ensure proper budgeting for those major items and;**
- **To detect vandalism on a daily basis and plan to curb it.**

The main objective of a preventative maintenance plan is to detect maintenance problems early and to plan for corrective action in advance. This strategy aims to be pro-active rather than reactive. It is however important to realise that one cannot always plan for every eventuality and emergencies will be dealt with as and when such emergencies occur.

A preventative maintenance plan has three important components that need to be looked at namely:

- **Good generally acceptable housekeeping rules**
- **Routine maintenance whether daily, weekly, monthly, quarterly, or annually;**
- **Audit of major structures of various facilities to determine lifespan and timeous upgrading or replacement costs for proper budgeting purpose.**

These elements are interlinked for example; bad housekeeping rules impacts on routine maintenance which impacts on the lifespan of structures which in turn impacts on the costs of maintenance and repairs.

Performance indicators that can be used in evaluation

- **Percentage capital projects completed;**
- **Submission of monthly cleaning schedules in terms Preventative Maintenance Plan**

2.2 SPORTS DEVELOPMENT

This component deals with those activities that will be undertaken to strengthen club structure and to improve the technical abilities of players in the different sporting codes.

Our role in sport development is a facilitative one. We have to ensure that we provide formal sports and recreation participation opportunities to our communities to enlarge the pool of talent identification amongst our youth in the various sporting codes being practised in our municipal jurisdiction. It is therefore imperative that we facilitate the sustainable development of formal club structures. Developmental programmes should include developing the administrative skills of club officials, financial management and club marketing and securing sponsorship, facility management as well as coaching clinics for various sporting codes.

Some of the key objectives will be:

- ❖ **To improve the level of participation in sports and recreation**
- ❖ **To promote leadership, sports management and life skills;**
- ❖ **To promote the culture of healthy lifestyle and good social behaviour**
- ❖ **To promote more inclusive sport and recreation activities in the community.**

The success and failure of these programmes should also be monitored and evaluated on an annual basis to ensure that improvements be made to programmes. One indicator to evaluate the impact of coaching clinics on different sporting codes could be hosting of specific annual tournaments to ensure that the coaching techniques are implemented and gauge the technical improvements of clubs in their respective sporting codes.

The necessary action plans with proposed budgets should be prepared annually and submitted during the budgetary cycle to ensure that the programmes be implemented and managed appropriately.

Performance indicators that can be used in the evaluation

- ❖ **Number of initiatives to train clubs in administration , financial management and marketing**
- ❖ **Number of coaching clinics held for various sporting codes per financial year**
- ❖ **Mayoral Cup Tournament every year**

2.3 SPORTS FOR COMMUNITY DEVELOPMENT

This component deals with those activities that will be undertaken to achieve various socio- economic objectives of the municipality that will lead to positive community development.

Our role in sport and recreation for development should be a provider and facilitator through programmes in the utilisation of sports and recreation as a tool to achieve various socio-economic objectives. It is internationally recognised that sport plays an important part in uniting people, contributing to local economics and reducing social problems such as drug abuse and crime in our communities. It therefore essential that sports and recreation plays an active role as a tool to bring about social changes within our local communities. This role should be played through sustainable programmes at various facilities in our municipal area. Some of the key objectives will be:

- **To promote leadership and life skills through sports and recreation**
- **To promote community development and peace building through sport and recreation**
- **To promote health through sports and recreation**
- **To promote HIV prevention and education through sport and recreation**
- **To create awareness of biodiversity and water problems through sport and recreation**

- **To reduce crime and drug abuse through sport and recreation**
- **To increase social cohesion through sport and recreation**

Performance indicators that can be used in the evaluation

- | |
|---|
| <ul style="list-style-type: none"> • Number of initiatives using sport as a tool to stimulate LED • Number initiatives using sport as a tool to reduce drug abuse, crime, promote health and HIV prevention and increase cohesion among various communities |
|---|

2.4 ACTIVE RECREATION

This component deals with those activities people engage in for purpose of relaxation, well-being or enjoyment with primary activity requiring physical exertion and the primary focus on human activity

Recreation is defined as follows:

“recreation encompasses leisure activities people undertake for enjoyment, to maintain and improve their health and well-being and or to restore and challenge their self-perception”

Recreation activities can either be active- involving the participants in doing an activity or passive involving the participant in watching others involved in activity.

Active recreation includes:

- **Sport: physical activity with rules, an element of competition and organised structure.**
- **Informal sporting activity: “fun” physical activities where no competitions organised**
- **Outdoor recreation: physical activities that use the natural environment such as indigenous games.**
- **Indoor recreation: activities that are organised at indoor recreation facilities and require at least an increase in normal body environment.**

Passive recreation includes

- **Watching live sport**
- **Playing games that do not increase body movement**
- **Attending concerts, theatre and cultural events**

It is acknowledged in the NSRP (National Sport and Recreation Plan) that no country can expect to achieve and sustain success at elite level without a strong participation base in the community as that is the beginning for every champion. One of the strategic objectives of the NSRP is to “ improve the health and well-being of the nation by providing mass participation opportunities through active recreation”. In terms of Universal Declaration of Human Rights (article 24), all people have a basic right to recreation activities. Through active recreation programmes, the NSRP aims to:

- **Facilitate opportunities where communities can participate in various physical activities**
- **Reinforce a positive attitude in our youth thereby bringing about positive behavioural change**
- **Ensure synergy between school and community initiatives**
- **Continue the legacy of the 2010 FIFA World Cup**
- **Interrogate options to ensure that programmes are having the most effective impact**

In the National Strategic Plan (2011-2015) for sport and recreation, recreation is highlighted as one of the strategic imperatives on the new road map adopted by government. It is stated that recreational opportunities can provide personal benefits such as self-fulfilment and developing personal relationship as well as social benefits such as improving social integration and developing community and cultural identity.

Government has a responsibility to ensure that opportunities are provided for more people to participate in an attempt to address the challenges of the high incidence of the lifestyle diseases such as cardiac diseases, diabetes and obesity. Government acknowledges that recreation has been undervalued and underrepresented in application of policy measures and that this should change.

In a recreation study commissioned by City of Cape Town 2012, it was found that the top three (3) reasons why people are not participating in sport and recreation are:

- **(1) lack of facilities (2) lack of money (3) lack of time**

The same study also found that the top three (3) benefits associated with sport and recreation is:

- **(1) Opportunities to enjoy outdoors (2) Developing the youth (3) improving health and wellness**

It is therefore important that communities be consulted on type or recreational activities that should be implemented.

Performance indicators that can be used in the evaluation

- **Number of sustainable active recreation events and programmes organised and implemented successfully per annum. This includes indigenous games;**
- **Number of active participants in the events and programmes organised and implemented**
- **Number of holiday active recreation programmes for the youth.**

2.5 INSTITUTIONAL FRAMEWORK

This component deals with formal structure that guides the interaction between the municipality and sporting bodies and clarifies the roles and responsibilities of role players

Another strategic objective of the NSRP is to integrate the development of South African sport at provincial and local levels through Sport Council. It is acknowledged that to increase participation and to develop sport and recreation, strong coordinated local structures are prerequisite.

This framework will guide the interaction between the Municipality and its sporting fraternity and clarify the roles and responsibilities of role-players. In considering the most suitable model for the municipality, a few principles need to be established, namely;

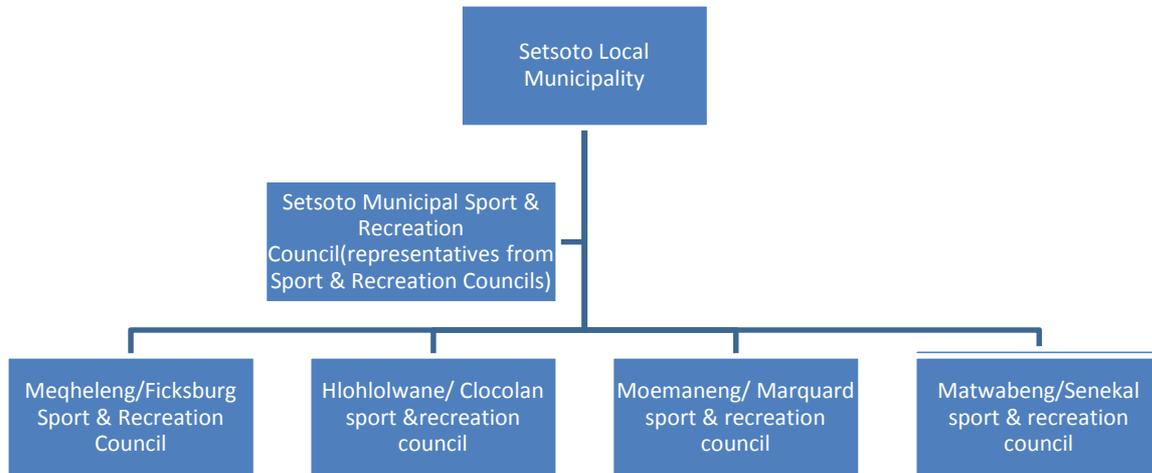
One size does not fit all. Local communities have different needs and any institutional framework must take this into account.

Taking ownership of facilities. Sports and recreation councils must have a say in the management of facilities in order to take ownership and to ensure better control.

Greater focus on recreation. Recreation should receive a greater focus and this should to a large extent be initiated by sport and recreation councils in partnership with municipality as these councils are closer to the sporting community and should have their pulse on what is required in the various communities.

Greater access to facilities. Communities should have greater access to facilities to increase the number of active participants in sport and recreation.

The following institutional framework for sport and recreation within the Setsoto Municipality is proposed:



Sport and Recreation Councils must have affiliated clubs, federations, Schools, sports codes, and recreation bodies

Principles

- **One Sport and Recreation Council (S & RC) per facility**
- **All sporting codes including schools and recreation bodies to affiliate with relevant Sport and Recreation Councils (S & RC) per facility**
- **No affiliation, no facility use.**
- **Official mouth piece of sporting fraternity**

Composition of Sport and Recreation Councils (S & RC)

- **Each Sport & Recreation Council will consist of mandated representatives from sporting codes, schools and recreation bodies.**

Composition of Setsoto Municipal Sport and Recreation (SMS & RC)

- **Setsoto Municipal Sport and Recreation Council will consist of mandated representative from respective town Sport and Recreation Councils.**

Roles and Responsibility of Sport and Recreation Councils

- **Will meet at least once a month**
- **Each Sport and Recreation will assist in the management of the activities at the facility including provision of scheduled games and practice sessions of all codes to the municipality**
- **Sport and Recreation Council will ensure that the playing surfaces are not over utilised in the allocation of fixtures**
- **Sports and Recreation will submit timeous maintenance requirement in respect of the facility to the relevant department (Sport and Recreation Office) at the municipality**
- **Provide the Municipality in advance with the list of monthly meetings for the year**
- **Sport and Recreation Council will submit capital items (infrastructural) improvements to the municipality as submissions as part of the IDP process and capital budget process. All these requests will be combined and submitted to Setsoto Municipal Sport and Recreation for prioritisation and submission to council as part of IDP process.**

Roles and Responsibility of Setsoto Municipal Sport and Recreation Council

- **Setsoto Municipal Sport and Recreation Council will meet at least every quarter (3 months)**
- **Strategically look at the overall development of sport and recreation in Setsoto Municipal area.**
- **Lobby the spheres of government for infrastructural development in sport and recreation in the municipal area**
- **Prioritise capital budget requests from Sport and Recreation Councils for submission to the municipality as part of the IDP process.**

Performance indicators that can be used in the evaluation

- **Number of sport and recreation councils successfully established and operational**
- **Number of capacity building initiatives for sport and recreation councils**
- **Number of the meetings held per annum by local sport and recreation councils**
- **Number of meetings held per annum by municipal sport and recreation council**

2.6 FINANCIAL CONTRIBUTIONS

Setsoto Local Municipality will consider financial contributions to the following category of users:

- ✓ **Schools – (Primary/ Secondary) particularly from historically disadvantaged community, will only pay deposit for usage of particular facilities**
- ✓ **Local clubs- all clubs/teams that will be using municipal facility for championship or tournament, will pay the deposit as stipulated by council.**
- ✓ **Practise sessions- tariff for practice session will be considered by sport code and time needed by a specific team/club**
- ✓ **Applications for sponsorship will only be considered by the Executive Mayor**

SECTION 3: ROLES AND RESPONSIBILITIES

3.1 Setsoto Local Municipality

- **The role of the municipality will primarily be that of Enabler, Facilitator and provider**
- **Policy development at local level**
- **Implementation and monitoring of sport and recreation policies**
- **Collaborating with all spheres of government in the attainment of our goals and objective**
- **Facilitating a strategic approach to the provision of sport and recreation infrastructure and maintenance**
- **Establishing local and municipal sports councils**
- **Facilitating sports development programmes**
- **Actively participate in using sport as a tool to achieve municipal socio-economic objectives**
- **Liaising with National and Provincial government to achieve program delivery**
- **Liaising with Provincial government in the planning and design of new facilities**
- **Incorporating sport and recreation development and participation plans in the LED plans and IDP's of the municipality**
- **Solicit inputs on facility improvements and maintenance requirements through Sport and Recreation Councils**
- **Facilitate partnerships with NGO's, sports clubs, Federations, Faith based organisations, businesses and other departments such social development**
- **Assist with structured partnership agreements**

- **Empower community –based sport and recreation structures/ bodies/ organisations to lead the way in sport and recreation programme implementation**

3.2 Sporting bodies/ clubs / Service providers

- **In collaboration with the municipality, partner in planning and management of sport recreation infrastructure development and maintenance**
- **Contributing in talent identification and programme implementation**
- **Endeavour to increase participation in sport and recreation through new membership drives**
- **Implementing sport and recreation activities in partnership with municipality and taking ownership of programmes and facilities.**

SECTION 4: MONITORING, EVALUATION AND REVIEW

Recognising the importance of ensuring that our strategy is aligned with NSRP and that the performance indicators are met, ongoing evaluation will be required to ensure that we succeed with the programmes undertaken in terms of this strategy. Failure to meet objectives will require changes to our approach and programmes and facilities if necessary.

SECTION 5: REFERENCE DOCUMENTS

- ❖ **Constitution of the Republic South Africa, Act 108 of 1996**
- ❖ **Sport and Recreation South Africa, Strategic Plan 2011-2015**
- ❖ **National Sport Indaba, 2011: The National Sport and Recreational Plan (NSRP)**
- ❖ **National Sport and Recreation Act, Act 110 of 1998 as amended**
- ❖ **Drakenstein Sport and Recreation Policy**
- ❖ **Nelson Mandela Metropolitan Municipality, Sport and Recreation Policy**
- ❖ **City of Cape Town, Recreation Study, Research Report, January 2011**
- ❖ **National Sport and Recreation Policy for Botswana**
- ❖ **Australian National Sport and Active Recreation Policy Framework**

“Creating sustainable healthy and cultural lifestyle”

18/8 SETSOTO MUNICIPALITY SPORT AND RECREATION FRAMEWORK**DATE : 30/07/2014****AGENDA : COUNCIL MEETING: 07/08/2014**

REPORT : DIRECTOR DEVELOPMENT PLANNING AND SOCIAL SECURITY**1. PURPOSE**

To inform Council about developed Setsoto Municipality Sport and Recreation Draft Policy

2. BACKGROUND

Setsoto Local Municipality established Sport and Recreation Office in 2011 and it has been operating without policy framework. That has been a challenge in developing structured programmes that will assist the community of Setsoto into achieving its strategic goal with the development of sport codes and formalising sport and recreation.

3. DISCUSSION

Creating a sustainable healthy and cultural lifestyle'' it's our motto for Setsoto Municipal Sport and Recreation Policy. This policy draft is based on the national and international standard of sport and recreation with its focus on local government or Municipality.

The purpose of this policy is to provide a guide for the following:

1. Municipal sport and recreation activities and the necessary resources allocation and
2. Contributing to a range of municipal objectives including improved health and community development outcomes.

It also outlines the components of the following:

1. Facility Development and Maintenance
2. Sport and Recreation Development
3. Community Development
4. Active Recreation
5. Recognized framework
6. Municipal roles and responsibility

With this policy framework, Setsoto Municipality is looking to achieve no n-sexist, non-racial, non-discriminatory and democratic principles as enshrined in our Constitution. In this regard, sport and recreation should be seen as integral part of transforming our society.

4. STAKEHOLDERS CONSULTED

Because of ineffectiveness by our interim sport and recreation councils, the policy was formulated with referencing to international and national Legal frameworks that talk to our sphere of government.

5. LEGAL IMPLICATIONS

Constitution of the Republic of South Africa, 1996
National Sport and Recreation Plan
National Sport and Recreation Act, Act 110 of 1998(as amended)
Nelson Mandela Metropolitan Municipality, Sport and Recreation policy
Drakenstein Sport and Recreation Policy
City of Cape Town, Recreation study, research report, January 2011
Intergovernmental Relations Framework Act, Act, 2005 (Act No.13 of 2005)

6. STAFF IMPLICATIONS

Sport and Recreation Officer

7. FINANCIAL IMPLICATIONS

Financial implication will only occur after policy has been adopted Setsoto Municipality Council and sport council are being established throughout towns of Setsoto.

8. RISKS

The policy will be a guiding tool to Setsoto Municipality for proper implementation of programmes and activities for the development of Sport and Recreation.

9. ANNEXURES

Setsoto Municipality Sport and Recreation Policy Framework

10. RECOMMENDATIONS

1. That council adopt sport and recreation policy for benefit of development as outlined in NSRP (National Sport and Recreation Plan)

(FOR RECOMMENDATION TO COUNCIL)

Minutes: Exco Meeting – 22/07/2014

Cllr Makae proposed that the matter be recommended to Council as follows and was seconded by Cllr Koalane.

RECOMMENDED:

1. That council adopts the sport and recreation policy for benefit of development as outlined in NSRP (National Sport and Recreation Plan)
-

Minutes: Council Meeting – 02 September 2014

Cllr Mavaleliso proposed that the matter be resolved as follows and was seconded by Cllr Maduna.

RESOLVED:

1. That council adopts the sport and recreation policy for benefit of development as outlined in NSRP (National Sport and Recreation Plan)
-