

SPORT AND RECREATION POLICY

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DEFINITIONS

Community	A group of people living in the same place or having a particular characteristic in common, e.g. the Stellenbosch Community, or the community of Kylemore.
Event	An event is a planned, structured activity or gathering organized by the sport council, often involving multiple stakeholders, for the purpose of promoting sport participation, competition, community engagement, or developmental outcomes.
Federation	A recognised sport organisation affiliated with the relevant National Federation and responsible for governing, coordinating, organising and developing a specific sport code within a province or district.
Local Economic Development	is a process by which local governments, communities, and stakeholders work together to stimulate economic growth and improve the quality of life in a specific area. The aim is to create jobs, support local businesses, and promote sustainable development by leveraging local resources and opportunities.
Integrated Development Plan (IDP)	An Integrated Development Plan (IDP) is a strategic plan used by South African municipalities to guide development and service delivery over a 5-year period. It is a legal requirement under the Municipal Systems Act (Act 32 of 2000) and serves as the principal planning instrument for coordinating development at the local level.
Memorandum of Understanding (MOU)	A Memorandum of Understanding (MoU) is a formal, written agreement between two or more parties that outlines their mutual intentions, roles, and responsibilities in a partnership or collaboration.
Municipal Area	The geographical area determined by the Municipal Demarcation Board in terms of the Constitution of the Republic of South Africa and applicable legislation. For the purposes of this Policy, this refers to the Stellenbosch Municipal Area (WC024).
Partnership	A partnership is a collaborative relationship between two or more parties who agree to work together to achieve shared goals, typically for mutual benefit. In sport councils, partnerships are vital for promoting development, improving access, and maximizing impact in the community.

Recreation	Recreation refers to leisure-time activities that people engage in for enjoyment, relaxation, physical well-being, and social interaction. It includes both structured and unstructured activities that are non-professional and typically non-competitive.
Sponsor	A sponsor is an individual, business, organisation, or institution that provides financial support, goods, or services to a sport council, team, club, or event in exchange for promotional benefits or community goodwill.
Sport Code	A recognised sporting discipline governed by an official local, provincial or national governing body affiliated with the relevant federation and recognised by SASCOC, where applicable.
Sport Club	A sport club is an organized group or association of people who come together to participate in, promote, and develop a specific sport or multiple sports.
Sport Council	A sport council is a formal body or organization established to oversee, coordinate, support, and promote sports and recreation activities within a specific area—such as a municipality, region, or country.
SSRA	The umbrella association representing recognised sport councils within the Stellenbosch Municipal Area. The SSRA promotes good governance, supports sport development, facilitates collaboration between sport councils and the Municipality, and monitors the effective management and utilisation of municipal sport facilities.
Volunteer	A volunteer is a person who offers their time, skills, or services to help others or support a cause, without expecting payment or financial reward.
Ward Committee	A Ward Committee is a community-based advisory body established in each ward of a municipality in South Africa. Its main role is to promote participatory democracy by ensuring that community members are actively involved in local government decision-making, especially at the ward level.

1. VISION

The provision of world-class sport facilities and support services that will make Stellenbosch (WCO24) the preferred sport, tourism and recreation destination in the Western Cape.

2. MISSION

The Stellenbosch Municipality seeks to enhance the quality of life of the residents of Stellenbosch (WCO24) through:

- 2.1 the implementation of the National Sport and Recreation Plan
- 2.2 the provision of quality sport and recreation facilities and programmes.
- 2.3 The fostering of partnerships with community-based organisations, non-governmental organisations and the private sector.

3. REGULATORY CONTEXT

3.1 The Constitution of the Republic of South Africa, 1996

Schedule 5B of the Constitution allocates the following functional areas to municipalities: beaches and amusement facilities, local amenities, local sport facilities and municipal parks and recreation.

3.2 National Sport and Recreation Act, 1998 (Act No. 110 of 1998)

This Act provides for matters related to the promotion and development of sport and recreation and the co-ordination of the relationships between Sport and Recreation South Africa (national department) and the Sports Confederation, national federations and other agencies. It also aims to implement measures aimed at correcting imbalances in sport and recreation.

3.3 Other relevant legislation, policy and informing documents

This section lists the relevant legislation, policies and informing documents that provide context to this Sport Policy.

3.3.1 South African Schools Act (Act no. 84 of 1996)

- 3.3.2 Safety at Sports and Recreational Events Act, 2010 (Act No. 2 of 2010)
- 3.3.3 Local Government Systems Act, 2000 (Act No. 32 of 2000)
- 3.3.4 Local Government: Municipal Finance Management Act, 2003 (act No. 56 of 2003)
- 3.3.5 Stellenbosch Municipality Events Policy
- 3.3.6 Municipal Transfer Regulations (MATR)
- 3.3.7 Stellenbosch Municipality Events Bylaw (2025)

4. POLICY PURPOSE

- 4.1 To provide an integrated sport and recreation policy that is equitable, affordable and sustainable.
- 4.2 To provide clear guidelines for Stellenbosch Municipality's sport and recreation role in accordance with its Integrated Development Plan.
- 4.3 To provide clear guidelines for Stellenbosch Municipality's provision and management of facilities, allocation of resources, co-ordination of events and development of human and physical resources; and
- 4.5 To provide clear guidelines for Stellenbosch Municipality's partnership with the civil society sport and recreation fraternity.

5. POLICY STATEMENT

The Stellenbosch Municipality plays a leading role in the development and promotion of sport in the WC024. This is reflected through the municipality's leadership role in policy formulation, planning and coordination to promote sport and recreation, prioritising the needs of the underprivileged communities, and to partner with private and public stakeholders.

The municipality actively creates a supportive environment for the development and promotion of sport and recreation in the Stellenbosch (WCO24) area, through the coordination of support services and the provision of new sport facilities and opportunities through public-private partnerships.

The municipality is the main provider of sport facilities in under-resourced and underprivileged communities in an effort to redress the imbalances of the past.

5.1 Municipality's Sport and Recreation Role

The Municipality's responsibility in terms of sport and recreation is limited to the provision of sport and recreation facilities that cater for both formal and informal sport. The organisation of sport (formalised and informal sport activities/events falls within the ambit of the Stellenbosch Sport and Recreation Association (SSRA).

5.1.1. The Stellenbosch Municipality provides and maintains the sport facilities that are utilised by the SSRA and its affiliates to play their leagues and tournaments.

5.1.1.1. Provide, develop and manage sport facilities in an equitable and sustainable manner.

5.1.1.2. Develop and manage an integrated major event strategy in partnership with the Local Economic Development Department (LED).

5.1.1.3. Promote and recognise sport and recreation as a developmental platform/space to facilitate social interaction between the various communities and residents of the Stellenbosch Municipality.

5.1.1.4. Develop and promote the formation of effective and meaningful partnerships between stakeholders in the delivery of sport and recreation services.

5.1.2. The partnership between the municipality and the SSRA is formalised through one, a memorandum of understanding (MOU) and two, signed User Agreements between the municipality and the Sport Councils.

5.1.3. Stellenbosch Municipality actively supports and promotes the development of sport and sport facilities as one, a platform to promote healthy living through physical activity; two, an opportunity to promote sport tourism for economic development; three, as a platform to facilitate increased social interaction and diversity and four, as a platform to advance public-private partnerships and increased community participation.

5.1.4. The municipality identifies and registers sport and recreation needs and priorities, in partnership with the SSRA and its affiliated Sport Councils, through the legislated municipal processes, eg. the IDP and SDF consultation sessions.

5.1.5. The Stellenbosch Municipal Sports and Recreation policy is legislatively compliant and adheres to further relevant influencing factors such as the strategic priorities of the Stellenbosch Municipality, the principles of accessibility, affordability, sustainability and equity and the continuous consultation between the Stellenbosch Municipality, the community of Stellenbosch (WCO24), other relevant stakeholders.

5.1.6. The municipality provides an annual administrative grant to the SSRA through the annual social grant application process.

5.2 Municipality's Education & Training role

5.2.1 The Municipality's main stakeholders are the SSRA and its affiliated Sport Councils located at each of the 15 municipal sport facilities.

Stellenbosch Municipality will, from time-to-time conduct education & training projects/courses/workshops to support the SSRA and the Sport Councils by:

5.2.1.1 Provide training in Financial Management to sport councils to ensure the submission of accurate quarterly financial reports.

5.2.1.2 Provide training in governance, administration and general management principles to Sport Councils to operate effectively, transparently, and sustainably.

5.2.1.3 Provide training in proposal writing and presentation skills.

6. POLICY PARAMETERS

This policy applies to municipal competencies within the current core business of the Sport and Recreation section responsible for the provision and management of sport facilities which includes:

6.1 Sport and recreation facilities

6.2 Sport halls and clubhouses on existing sport facilities

7. UNIVERSAL ACCESS

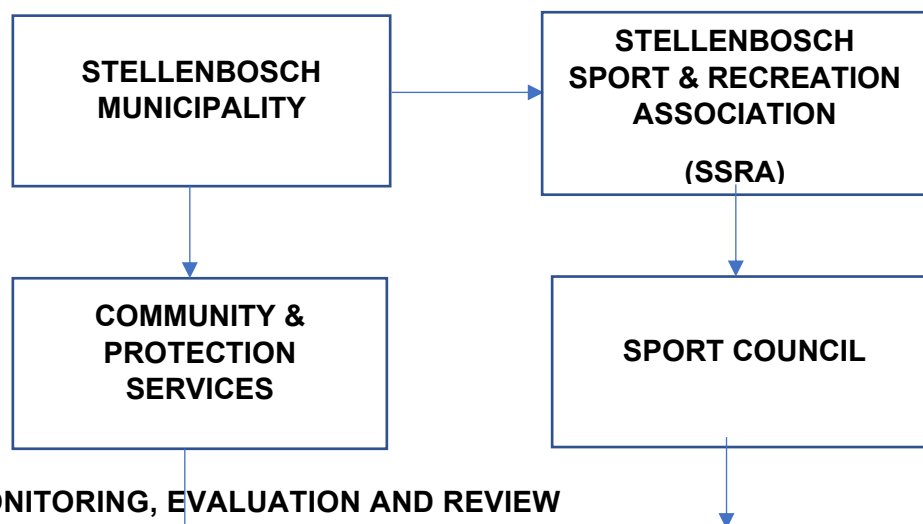
Stellenbosch Municipality is committed to promoting full and equal access to sport for all individuals, including persons with physical, sensory, intellectual, and psychosocial disabilities. This includes removing physical, social, and attitudinal barriers to participation.

8. RELATIONSHIP WITH STAKEHOLDERS

Building strong relationships with and managing stakeholders effectively is critical to the success of fostering healthy relations with external partners.

- 8.1 Foster and reinforce shared goals and cooperation with local government, sports federations, schools, clubs, and community members.
- 8.2 Design and facilitate joint ventures with private and public entities to invest in public sport facilities.
- 8.3 Regularise transparent communication and consistent engagement with partners and stakeholders.
- 8.4 Formalise relationships with Stellenbosch Academy of Sport, District Municipality and other sport-minded institutions to advance Sport and Recreation in WC024.

9. INSTITUTIONAL FRAMEWORK

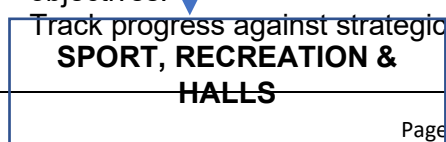


10. MONITORING, EVALUATION AND REVIEW

Monitoring, evaluation, and review are essential to ensure accountability, measure impact, and support continuous improvement.

PURPOSE OF MONITORING, EVALUATION AND POLICY REVIEW

- 10.1 Ensure implementation of the sport and recreation policy aligns with its goals and objectives.
- 10.2 Track progress against strategic indicators.



- 10.3 Identify gaps, challenges, and best practices.
- 10.4 Promote transparency and accountability among stakeholders.
- 10.5 Inform decision-making and policy revisions.

11. MONITORING

Monitoring refers to the regular, systematic collection of data and information related to the policy's implementation.

11.1 Objectives of Monitoring

- 11.1.1 Track implementation of programmes, services and infrastructure development.
- 11.1.2 Measure performance against set targets and indicators.
- 11.1.3 Ensure compliance with regulations and funding requirements.

11.2 Monitoring Mechanisms

- 11.2.1 Financial reports from sport councils.
- 11.2.2 Attendance registers and facility usage logs.
- 11.2.3 On-site inspections and spot-checks.
- 11.2.4 Functionality: SSRA and Sport Council

11.3 Responsible Stakeholders

- 11.3.1 Local and provincial sport and recreation departments.
- 11.3.2 Oversight committees including facility committees.
- 11.3.3 Municipal sport officers and facility managers.

12. EVALUATION

Evaluation is the periodic assessment of the effectiveness, efficiency, and sustainability of sport and recreation initiatives.

12.1 Key Performance Areas (Examples)

- 12.1.1 Participation levels in sport and recreation.
- 12.1.2 Facility accessibility and maintenance.
- 12.1.3 Talent development and performance outcomes.
- 12.1.4 Inclusion of underrepresented groups (youth, women, persons with disabilities).

12.2 Data Collection Methods

- 12.2.1 Surveys, interviews, and focus groups.
- 12.2.2 Performance statistics and benchmarking.
- 12.2.3 Feedback from users and stakeholders.

13. POLICY REVIEW

13.1 Review Purpose

- 13.1.1 Assess relevance and effectiveness of policy in a changing environment.
- 13.1.2 Integrate new legislation, trends, and stakeholder needs.
- 13.1.3 Ensure alignment with national and provincial development plans.

13.2 Review Process

- 13.2.1 Stakeholder consultation (e.g., sport councils, clubs, federations, community members).
- 13.2.2 Analysis of monitoring and evaluation findings.
- 13.2.3 Comparative review against national and international best practices.