

Community Recreation Strategic Planning: Alignment Tool

The Community Recreation Strategic Planning Alignment Tool offers a simple means by which your community or organization can develop a strategic plan that is within the context of the Shared strategy for Advancing Recreation in Nova Scotia.

Instructions for Using the Alignment Tool

- 1) This tool provides you with a template in which to develop a local recreation plan that is aligned with the Shared Strategy for Advancing Recreation in Nova Scotia.
- 2) Review of this document prior to creating your plan will help with your deliberations and ensure that all participants understand the Framework completely before engaging in a local planning exercise.
- 3) Templated material can and should be customized to meet your needs. This template is simply a guide. What is important is that your plan is understood and relevant to your specific needs.
- 4) The Shared Strategy for Advancing Recreation in Nova Scotia has five goals. A worksheet tab has been provided for each of these (see below). For each goal area, an example has been provided to help you understand what might be included in this area and how to fill-in the worksheet. The example is provided in *grey italicized* text and can be removed as you enter your own initiatives and actions. There is no right or wrong way to do this, only the way that will produce a clear plan for you.
- 5) Recreation Nova Scotia can offer support in the development of your plan. Please feel free to contact RNS if you have any questions.

Shared Strategy Vision

We envision our community as a place where everyone is engaged in meaningful, accessible recreation experiences, which foster:

- Individual wellbeing
- Wellbeing of places and spaces
- Community wellbeing

Shared Strategy Values

We value:

- Public Good: Quality recreation is available to all, paid for by a combination of taxes and user fees, which take into account economic circumstances.
- Inclusion & Equity: All individuals are welcomed and valued. Access to resources, opportunities and experiences is fair.
- Sustainability: Our recreation system is sustainable in terms of human resources, economics and the environment.
- Lifelong Participation: Everyone benefits from early childhood to old age.

Active Living

Goal: Foster active living through physical recreation.					
Description of Key Initiatives	What key actions are required? (List as many as required).	Who is responsible for each key action?	Who else is involved?	When will each key action be accomplished?	Outputs/ Outcomes
<i>Develop and implement a community winter festival.</i>	<i>Establish a community organizing committee</i>	<i>Event committee chair of the Recreation Board</i>	<i>Town Council</i>	<i>May 31</i>	
	<i>Develop a one-day program of winter physical activities to encourage active winter living for all ages</i>	<i>Organizing committee</i>	<i>Recreation Board & Relevant Community Groups</i>	<i>June 30</i>	
	<i>Secure sponsors, partners</i>	<i>Organizing committee</i>		<i>September 30</i>	
	<i>Develop and implement a promotional plan</i>	<i>Organizing committee</i>		<i>October 31</i>	
	<i>Develop a risk management plan and ensure appropriate insurance, etc.</i>	<i>Organizing committee</i>	<i>Town Council Venues</i>	<i>October 31</i>	
	<i>Recruit volunteers</i>	<i>Organizing committee</i>		<i>November 30</i>	
	<i>Implement volunteers</i>	<i>Organizing committee</i>		<i>February 28</i>	
	<i>Evaluate volunteers</i>	<i>Organizing committee</i>	<i>Recreation Board</i>	<i>March 31</i>	

Inclusion & Access

Goal: To increase inclusion and access to recreation for populations that face constraints to participation.

Description of Key Initiatives	What key actions are required? (List as many as required).	Who is responsible for each key action?	Who else is involved?	When will each key action be accomplished?	Outputs/ Outcomes
<i>Conduct an assessment of recreation programs and opportunities in our community to determine any population groups that are undeserved.</i>	<i>Establish a walking group comprised of a cross section of people representing community demographics (e.g. age, gender, ability, ethnicity, lifestyle, etc.)</i>	<i>Recreation Board</i>		<i>October 31</i>	
	<i>Define assessment objectives through consultation with community members.</i>	<i>Working Group</i>	<i>Selected community members</i>	<i>November 30</i>	
	<i>Develop a plan to conduct the assessment in a manner that is achievable within the resources available.</i>	<i>Working Group</i>	<i>Recreation Board Town Council</i>	<i>December 31</i>	
	<i>Conduct assessment.</i>	<i>Working Group</i>		<i>April 30</i>	
	<i>Present findings.</i>	<i>Working Group</i>	<i>Recreation Board Town Council</i>	<i>May 31</i>	

Connecting People and Nature

Goal: Help people connect to nature through recreation.

Description of Key Initiatives	What key actions are required? (List as many as required).	Who is responsible for each key action?	Who else is involved?	When will each key action be accomplished?	Outputs/ Outcomes
<i>Develop and implement a three-day nature program for children ages 6-9 to be held during spring break</i>	<i>Develop committee comprised of representatives from each local partner organization (e.g. cross country ski club, boys and girls club, minor hockey, figure skating, etc.)</i>	<i>Recreation Director</i>	<i>Recreation Board Community Organizations</i>	<i>November 30</i>	
	<i>Contract a coordinator / camp leader</i>	<i>Recreation Director</i>		<i>January 30</i>	
	<i>Develop three-day plan comprised of a variety of outdoor activities</i>	<i>Camp Coordinator</i>	<i>Community Organizations</i>	<i>February 28</i>	
	<i>Implement</i>	<i>Camp Coordinator</i>	<i>Community Organizations</i>	<i>April 30</i>	
	<i>Evaluate</i>	<i>Camp Coordinator</i>	<i>Community Organizations</i>	<i>May 30</i>	

Supportive Environments

Goal: Ensure the provision of supportive physical and social environments that encourage participation in recreation and help to build strong, caring communities.

Description of Key Initiatives	What key actions are required? (List as many as required).	Who is responsible for each key action?	Who else is involved?	When will each key action be accomplished?	Outputs/ Outcomes
<i>Conduct an assessment of recreation facilities in our community to ensure an appropriate plan for infrastructure renewal</i>	<i>Engage an engineering firm to conduct an assessment of the condition and projected life span of existing physical assets</i>	<i>Recreation Board</i>	<i>Recreation Director Town Engineer</i>	<i>September 30</i>	
	<i>Present findings to Town Council</i>	<i>Recreation Board</i>		<i>April 30</i>	

Recreation Capacity

Goal: Ensure the continued growth and sustainability of the recreation field.

Description of Key Initiatives	What key actions are required? (List as many as required).	Who is responsible for each key action?	Who else is involved?	When will each key action be accomplished?	Outputs/ Outcomes
<i>Review the structure of our local recreation board to ensure that it is aligned with the vision and plan for the next five years</i>	<i>Establish a working group comprised of representatives from the recreation board, town council, community organizations, general public and targeted population groups</i>	<i>Recreation Board</i>	<i>Town Council</i>	<i>September 30</i>	
	<i>Define the desired future state of our recreation board</i>	<i>Working Group</i>	<i>Town Council</i>	<i>December 31</i>	
	<i>Evaluate current model against desired future state</i>	<i>Working Group</i>	<i>Town Council</i>	<i>March 31</i>	
	<i>Develop recommendations and actions to ensure alignment with the recreation strategy</i>	<i>Working Group</i>	<i>Town Council</i>	<i>May 30</i>	