

Project Brief



The Project Brief is the **first** thing to do. It should be completed before **any** activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.

Project Name	Outfield Mower Replacement
Project Manager	Dennis Powell
Document Author (if different from Project Manager)	
Organisation Name	Thorpe Willoughby Cricket Club

Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

We provide the opportunity for over 100 adults and children to practice and play cricket with indoor winter sessions, outdoor sessions during the summer and competitive games in the season. Playing cricket requires skilful hand / eye co-ordination, physical exercise and mental toughness playing as an individual but also part of a team.

Details of the Project

Please list the details of your project

We recognise that to attract players we have to have the great facilities which are well maintained. To that end we have a rolling program to maintain and upgrade our equipment.

This year we wish to purchase a 46" or 50" cut ride on side discharge mower to replace / upgrade our existing machine which is currently out of action. Our existing machine requires a part which we could afford but which we cannot source as the machine is so old. The playing field is cut by our landlords (West Selby Miners Welfare Scheme) but the length of grass that is left is too long for playing cricket and leaves clippings on the surface. The landlord's groundsman fits his grass cutting duties alongside his full time work and TWCC have mowed their outfield for a number of years. A side discharge mower moves the clippings off the playing surface as the mower circles the outfield. Our current mower takes our volunteer groundsman around 3 hours to cut the outfield and according to specifications on new mowers this would reduce to an hour for the approximately 8,500 square metre area. This would free up more time for other ground maintenance work such as rolling the outfield as well as preparation for junior coaching sessions.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community

Youth Provision

Last season we ran an Under 11 junior team in the York District Junior Cricket Assn and an England & Wales Cricket Board program called All Stars Cricket for 5 to 8 year olds.

We recognise that a junior development program is extremely important in providing a flow of players graduating into the open age teams. As such it is a very important part of our plans to ensure the club's future.

We currently have 4 active ECB qualified coaches and Clubmark accreditation to ensure that we give a safe fun experience to children who want to try cricket.

Next season we hope to build on this with Under 11 & 13 junior teams and the All Stars program. If we can exceed last year's All Stars numbers we will have around 60 children at sessions each week.

Raising Awareness of the CEF

The new mower will provide a great visual for publicity especially lined up beside our old mower and we will be happy to participate / initiate publicity for the project via local press. We also run a club website, 3 Facebook pages and a Twitter account through which we will highlight the help that the CEF have given us towards this project. An Instagram account will also be opened for publicity purposes.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

All of our junior players reside in the Selby area with the majority from Thorpe Willoughby itself. The vast majority of our senior players are from Thorpe Willoughby, Selby, Hirst Courtney, Camblesforth and Barlby.

Our outfield is also intensively used as football pitches by Thorpe United AFC during the winter and requires much work to bring the surface up to an acceptable and safe standard.

The mower will help us to mow the grass more regularly and free up time for the volunteer groundsman to work on other aspects of outfield maintenance such as reseeding worn areas and rolling of the outfield to give a smoother, safer playing surface for our players.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

The project can be fulfilled by an online purchase via a dealer who will deliver a machine which is all set up and ready to cut.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

We aim to have the mower in place ready for the 2019 season which will start in April 2019 so would hope to have a funding solution in place by the end of March 2019 in order to purchase the machine in early April.

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

- **Costs** –

We have 2 alternative mowers which range in cost (including VAT) from:

Cub Cadet XT2 PS117 - £3,529	46" cutting width down to 25mm
Cub Cadet XT3 QS127 - £4,809	50" cutting width down to 25mm

Each of the mowers would do the job but the more expensive mower would have a better build spec and complete the work quicker with a wider cutting width.

- **People** –

Volunteers will operate the mower.

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

We recognise that funding is dependent on other applications and funds available. We hope that the CEF will be able to provide a grant of £3,000 in which case we would purchase the more expensive machine and fund the rest from our reserves. If the CEF is unable to grant the full amount then we would purchase the cheaper machine and get a loan of up to £500 from a member who has indicated his willingness to help us out. We can also apply to our landlords, West Selby Miners Welfare Scheme if we need further funding although this is not secure as they have other commitments to fund.

Please note that of our bank balances shown in the accounts the Nat West bank account balance has been allocated towards replacing / refurbishing our artificial net facility when required. We have various costs during the winter including league fees, machinery servicing, ECB insurance and estimate that we will have between £1,750 and £2,250 surplus before our playing subscriptions start to kick in.

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

The project is a straightforward purchase and the only risk is that of unforeseen cost increases.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

There are no links or dependencies however the facilities at Field Lane Sports Centre are used by other groups and organisations. We provide opportunities to play sport, develop skills and make friendships through our club – cricket is a social sport and if you're new to the area Thorpe Willoughby CC provides a great way of making new friends and integrating into the area.

We also contribute to the community – enhancing the area and quality of life for our members and visitors. Over the past 5 years we have raised over £1,000 for national and local charities via our annual open days and charity game between Thorpe Willoughby Sports Association and the cricket club.

On a personal note I'm a founder member of the club and have been involved for over 30 years making friendships and having great times both on and off the field. During that time I've seen the club grow from a farmer's field to its present state and had the pleasure of playing cricket alongside my two sons on many occasions.