

Project Brief	
<p><i>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.</i></p>	
Project Name	Playground land acquisition
Project Manager	Ross Powell
Document Author (if different from Project Manager)	
Organisation Name	PlayStillingfleet



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.

This project will address the critical barrier to the delivery of a key facility for the village of Stillingfleet. Although two Community Development Plan objectives have been highlighted the project really addresses five of the seven objectives:

1. Highlight and act upon local issues
2. Support our villages to provide a vibrant range of activities
3. Encourage involvement and volunteering in our community
4. Address issues of loneliness and isolation
5. Increase activities for young people

Stillingfleet Parish Council identified the need for children's play facilities in Selby District Council's Recreation Open Space Strategy back in 2006. The council have been unable to progress the matter in the intervening 13 years despite various community led initiatives due to the lack of available land.

Please list the details of your project

We are working in conjunction with Stillingfleet Parish Council to acquire a small piece of land adjacent to the village institute.

The land will be used to deliver a much needed playground for the 40+ children in the village who currently have no play facilities or local groups outside of school time.

As well as funding the acquisition of the land a small element of the funding (£250) will be used to deliver a tree swing on the village green which allow the project to support a wider age range of children.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

The village's children currently have no play facilities. The nearest playgrounds are in Naburn and Escrick; both of which are inaccessible without transportation.

The project will deliver a piece of land suitable for a playground which will provide the village's children with a safe place to play and socialise.

Benefits

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

As the village's children have no place to meet and play it is difficult for them to form friendships and build the social skills that play enables. This then perpetuates the culture of young people spending less time outside taking part in exercise and relying on on-line social networks.

Not having a place to meet is also very isolating for the parents of very young children. Currently the only opportunity to do this outside is on the villages' very poor quality pavements and farm tracks with derestricted speed limits which on at least one occasion has nearly led to a mother pushing her son being involved in an accident.

Project Approach / Delivery Options

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

The approach will be for PlayStillingfleet to work alongside Stillingfleet Parish Council to acquire the land. The land will be formally owned by the council who will engage with PlayStillingfleet to develop the next step of delivering the playground.

We coordinate our activity with the council via a sub-committee of the council and via membership of the main council.

An offer has been made to the land owner for the conveyancing of the transaction to be done free of charge by a trained Solicitor who is a member of our group.

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.

Funding is required by 31 March 2019 in order to make an offer to the landowner. They will make a determination on the offer at their own discretion.

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.

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|-------------------|--|
| • Costs – | £11,000 for land acquisition. |
| • People – | PlayStillingfleet – Ross Powell, Sally Lewis, and Joanne Wordsworth.

Stillingfleet Parish Council |

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.

£6,000 – CEF

£5,000 – Stillingfleet Parish Council

The Parish Council have committed £5,000 to help secure the site which represents all of their available surplus funds generated from the rental of some small land holdings.

It is hoped that the additional £6,000 requested from the CEF under this application will be sufficient to successfully acquire the site, in which is a once in a generation opportunity for the community.

Risks / Issues

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 main risk at this stage is that the land owner will not accept the offer. In this scenario the funding will be returned to the CEF. However, this acquisition represents a once in a generation opportunity to address a long standing urgent need for the village.

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?

N/A