

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	Replacement of marquee for Tadcaster Scouts
Project Manager	John Swift
Document Author (if different from Project Manager)	William Hirst
Organisation Name	1 st Tadcaster Scouts

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.

Over the last few years the 1st Tadcaster scouts has expanded significantly
There are now;

- 2 Beaver colonies for children aged 6-8 (49 children in total)
- 2 Cub packs for children aged 8-10 (59 children in total)
- 2 Scout troops for children aged 10-14 (49 children in total)
- an Explorer and Young Leader group for children aged 14-18 (36 children in total)

There are scouting activities taking place 5 nights / week at the scout hut and a total of 193 local children are involved. They are supported by a team of 30 leaders and volunteer supporters. Over the summer months the scouts, cubs, beavers and explorers did a sponsored walk from Windemere to Tadcaster raising £7000 for Bloodwise.

Details of the Project

Please list the details of your project

Over the last few years the 1st Tadcaster scouts has expanded significantly
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There are scouting activities taking place 5 nights / week at the scout hut and a total of 193 local children are involved.

They are supported by a team of 30 leaders and volunteer supporters.

The scouts, cubs and beavers regularly go on camps. This year they have attended the district camp at Bramham, the group camp at Barlow, the silly chilly camp at Wyke, and the summer camp at Ravensgill near Whitby. The scouts have owned a steel framed Marquee for many years which is used as a dining area whilst on camp. Unfortunately during the summer camp this year the marquee was damaged beyond repair by a freak storm and will need to be replaced.

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?

Objective 1:

Theme 3 –community leisure, culture and education

The scouts is both a voluntary and a community group. The scouts is run by unpaid volunteers. Scouting is an expanding, active leisure provision meeting a growing local demand. The scouts and explorers cater specifically to teenagers and promotes social development. Replacement of the marquee is essential to allow future camps to take place

Objective 2:

Theme 4 – community safety, health and well being

Scouting is a constructive, creative and active leisure activity that increasing numbers of children in Tadcaster are becoming involved with. Scouting supports young people to take a more active role in civic society as they grow up. Going on camp is an core activity for scouting which has a significant positive effect on the personal development of those involved.

Benefits

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

The Tadcaster scouts meet in the centre of the 'Tadcaster and Villages' CEF area. Attendees are drawn from the whole of this area.

Replacement of the marquee is essential to allow the group to continue to go on camp. Camping away from home is a core scouting activity.

Project Approach / Delivery Options

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

We have a quote of £1720 from BCT outdoors, Bradford, for a 5 by 6 M shelter.

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 will buy the shelter as soon as we have the money to do so

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** –

£1720 as per attached quotation

- **People** –

Costs as per attached quote - there are no administrative costs as the scouts is run by unpaid volunteers

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 are hoping that the CEF will agree to fund this project in full to the value of £1720

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.

Without a replacement shelter the scouts won't be able to go on future camps.

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?

The scouts is both a voluntary and a community group.

The scouts is run by unpaid volunteers.

Scouting is an expanding, active leisure provision meeting a growing local demand.

The scouts and explorers cater specifically to teenagers and promotes social development.

Improvement of the outside areas will allow year round activities to take place.