



## FACILITIES WORKING GROUP

'Supporting and  
improving our game'

## PROJECT DEVELOPMENT TOOL



**SURREY  
CRICKET  
FOUNDATION**

Registered Charity N° 1118770



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# 1.0 INTRODUCTION

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The Surrey Cricket Foundation, through their Facilities Working Group, are determined to assist clubs to improve both their playing and supporting facilities. Whether the club want to develop new, refurbish and upgrade existing, organise bulk purchase of materials and supply items or restructure their services provision the working group is available to provide support.

This support will include providing free advice either online or via our team of facilities specific professionals, point the club in the direction of currently available funding and assist the club with the overall management and goal setting for your project. Finally The Facilities Working Group will authorise and support access to the available ECB Cricket Foundation Grants.

This interactive tool has been set up to firstly assist the club with their initial decision making, then will structure the process of getting the project 'ready' and finally offer the club access to our wide range of supporting information and professional support.

**Stage One** will identify the current standard of all of the club's facilities. This will provide focus and prioritisation for the club so that they can set out a short, medium and long term facilities management strategy. This strategy will not only identify a running order for individual project sequencing but will provide the club's committee with a clear long term understanding of what funds or reserves will be required to meet facility

development and maintenance over the coming years.

In this first section we have listed every facility element with Grades from A-D. The club should honestly assess which grade most closely describes the current condition of each element of their facility and complete the table at the end of this section. When completed this table will provide, at a glance, identify the top priorities for upgrade or replacement and finally generate an overall club facility 'score'.

Because the document has been designed to be interactive The Facilities Working Group can then use the completed table to place the club's highest priority need into their county-wide facilities development strategy which establishes our own prioritisation. Please note that this information will not be used for any other purpose such as League Grading or suitability.

Having identified the club's priorities **Stage Two** is to get the club project or projects ready for implementation. In this section we list what the club will need to complete or provide for each type of project including what each funding body will require and who to apply to, whether the project will require Planning Approval and the length or acquisition of a lease.

The **Third Stage** covers who to liaise with, useful contacts, examples of

similar successful projects and good practice and provides access to all of the other tools that the Surrey Cricket Foundation and the Facilities Working Group can place at the club's disposal.



## 2.0 BACKGROUND

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With sustainability of all clubs being a very high priority for the County Cricket Foundation the drive to focus each club on a long-term facilities strategy was identified as essential.

Initially the concept was to move to setting minimum standards which would be applied at each League's discretion.

However after much debate and consultation with clubs, leagues and the ECB we have concluded that clubs may well have perceived this as being overbearing and threatening. This was certainly not the intention.

Consequently we have placed the emphasis not on generating a minimum standards schedule for each level of the game (which may well have been used to define promotion or relegation from one league or standard to another) but on producing an interactive document that helps each individual club better identify what should be required to support cricket at each level, how their facilities rate against these standards and what the club can do to maintain or improve these standards. Once the need has been identified the Cricket Foundation's Facilities Working Group aim to support clubs to achieve the necessary improvements.

setting benchmark grading in each area we are endeavouring to provide each club committee with the simple tools to enable them to make this assessment. It will also be interesting to challenge the clubs, in their own interest, to be as honest and constructive as they can be, without fear of future penalty as this will be the best way to prioritise and plan and support required.

But even more importantly we wanted this document to take the club to the next stage. Having identified where their facilities may be sub-standard, failing or require upgrade we can point them in the right direction with regard to getting their project ready for financial help and support as well as technical guidance. We can then integrate their identified project into the Cricket Foundation's Funding Strategy

### THE PURPOSE OF THE GRADING SYSTEM

The Surrey Cricket Foundation believe it is far more important that each club committee uses this document to self-assess where their strengths and weaknesses lie. By



## WHY ARE WE ASKING CLUBS TO EMBRACE THIS STRATEGY?

The SCF believe that it is vital in these challenging economic times, and with the ever decreasing numbers of people who will volunteer to administrate at clubs, that each club takes a more professional, pragmatic and business like attitude to the sustainability of their club in both the short and long term. This will mean asking the following questions:

Do you have a business plan or financial strategy?

When reviewing how much money is required to run your facilities, whether they are sports surfaces or buildings. Are there more cost effective solutions?

When reviewing how your club prioritise its expenditure. Do you fund overseas or professional players, for example and is this cost sustainable for the club?

Should the funding priority be focused on facilities or to improve training and practice?

Is advancement on the pitch combined with the improvement to the playing surfaces, coaching, nets, winter training, and the acquisition of second and third ground necessary to field additional teams than an increase in numbers will require?

How much will this all cost?

Has your club fully taken into account the HMRC's changing attitude towards clubs payments to staff (grounds staff, coaches, players etc.)?



If the decisions and conclusions are positive and the club wishes to advance, how is this best achieved so that this progress is sustainable and not based simply upon the acquisition of several expensive professional players?

If a budget is identified what facilities should be prioritised and can grants and other funding be applied for in order to obtain/construct these facilities or items?

What will a club be expected to provide as they rise up the cricketing ladder?

Even more fundamentally, are some clubs expectations of advancement realistic? Has the current ground got the ability to be suitably developed?

Is there a big enough catchment area to attract the number of club members, both adults and juniors, to sustain the project long term or would they be better off staying at a certain level and being the best they can be at that level....?

This strategy has been developed to help each club plan more for the long term, to ask itself what type of club it wants to be going forward, to produce a development or business plan that encompasses all areas of club life.

The Surrey Cricket Foundation, through the Facilities Working Group is there to offer assistance and guidance not admonishment. We want to be carrot, not stick and we want to work with the clubs and the leagues to improve every aspect of club life and try to ensure that as many clubs as possible continue to enjoy this great game in Surrey.



## 3.0 THE GRADING SYSTEM

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An A,B,C and D Grade has been used to set out the varying standards in each category. It is perfectly possible (in fact likely) that a club will attain one level, for example, for their ground and a different level for their changing rooms. The following categories have been developed, these may be further refined in due course.

### PLAYING THE GAME

- Pitch
- Outfield
- Pitch covers
- Sightscreens
- Scoring facilities
- Practice - Pre match
- Practice - During the match
- Team changing rooms
- Umpires changing facilities

### SUPPORTING THE GAME

- Clubhouses (warm welcome)
- Machinery storage buildings
- Access roads and car parks
- Signage
- Supporting 'Cricket Experiences' to be taken into account.



# PLAYING THE GAME

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## PITCH

### A GRADE

Able to support 120 over matches  
Pitch to be true with predictable bounce  
Clearly marked creases  
Pitch to be serviced during the interval i.e. remarked, swept, rolled if required  
Bowlers foot-marks (holes) should be repaired on all previously used pitches

### B GRADE

Able to support 100 over matches  
Clearly marked creases  
Heavy roller and a light roller to be available  
Bowlers foot-marks (holes) should be repaired on all previously used pitches)

### C GRADE

Able to support 100 over matches  
Correctly/Clearly marked creases  
Bowlers foot-marks (holes) should be repaired on all previously used pitches

### D GRADE

Able to support 80 over matches  
A cut pitch with clearly marked creases  
No dangerous bowlers foot marks

#### Note

League marking system can be referred to for quality of the pitch. The Performance Quality Standards (PQS) can be used as a base for rating a pitch/square



# OUTFIELD

## A GRADE

Well maintained, smooth surface, closely mown with no noticeable grass cuttings  
No holes ruts or other hazards  
Boundary clearly marked with a white line or preferably a rope  
White markers/flags every 20m  
Boundary no less than 45 yards from the nearer middle stump on the match pitch.

### If required for the format of cricket

Fielding circles to be marked every 5 yards with white discs.  
Catching circles to be marked every 5 yards with suitable coloured discs

## B GRADE

Well maintained, smooth surface, closely mown with no noticeable grass cuttings  
No holes ruts or other hazards  
Boundary clearly marked with a white line or preferably a rope  
White markers/fl every 20m  
Boundary no less than 45yards on no less than 3 sides of the square from the nearer middle stump on the match pitch.

### If required for the format of cricket

Fielding circles to be marked every 5yds with white discs.  
Catching circles to be marked every 5yds with suitable coloured discs

## C GRADE

No holes ruts or other hazards  
Recently cut  
Boundary clearly marked with a white line  
Boundary to be no less than 40 yards or 50 yards on no less than 2 sides of the square  
White markers/flags every 20m

## D GRADE

A clearly defined boundary  
Recently cut  
No stated boundary size



# TEAM CHANGING ROOMS

## A GRADE

Separate and secure changing room for both teams maintained in a clean condition.

Changing room to be sized to conform to ECB TS5 guidance (minimum 20 sq m)

Bench seating 12 spaces at 600mm wide x 450mm deep x 450mm high 600mm wide  
Kit bags - 12 spaces at 1200mm long x 450mm deep x 450mm high.

2m minimum between fronts of opposite benches

Changing room to have their own TS5 desirable number of 4 shower heads and toilet facility.

Appropriate flooring.

Easy access to and from the playing area with vision directly on to the field of play from within

## B GRADE

Separate and secure changing room for both teams maintained in a clean condition.

Changing room to be sized to meet Sport England guidelines (minimum 16 sq m)

Bench seating 12 spaces at 600mm wide x 450mm deep x 450mm high 500mm wide  
Kit bags - 12 spaces at 1200mm long x 450mm deep x 400mm high.

1.8m minimum between fronts of opposite benches

Changing room to have their own showers with minimum 3 shower heads and toilet facility.

Appropriate flooring.

Easy access to and from the playing area

## C GRADE

Separate and secure changing room for both teams maintained in a clean condition.

Changing room to be sized to meet Sport England guidelines (minimum 16 sq m)

Access to adequate shower & toilet facilities.

Access to and from the playing area.

## D GRADE

Changing facility with access for teams.

Access to adequate shower & toilet facilities.

Changing room to be near the field of play.

# UMPIRES CHANGING FACILITIES

## A GRADE

Separate room from the players.  
Secure room either by lockable door or individual lockers.  
Room to have own shower, wash hand basin and toilet facility.  
Appropriate floor  
2 chairs, table, mirror and hooks to be provided.  
View directly on to the field of play from within

## B GRADE

Separate room from the players  
Secure room either by lockable door or individual lockers

Room to have own shower, wash hand basin and toilet facility.  
Appropriate floor  
2 chairs, table, mirror and hooks to be provided.  
No view of the playing area

## C GRADE

Changing facility linked in with the players.  
Access to shower & toilet facility.  
Secure room.  
Appropriate floor

## D GRADE

None







## PRACTICE – PRE MATCH

### A GRADE

Use of outfield for warm ups and fielding practice.

Use of a clearly marked used wicket on the square for bowlers warm ups.

Use of at least two nets for various practices.

### B GRADE

Use of outfield for warm ups and fielding practice.

Use of a clearly marked used wicket on the square for bowlers warm ups.

### C GRADE

Use of outfield for warm ups and fielding practice.

## PRACTICE – DURING THE MATCH

### A GRADE

Access to a minimum of 2 nets for various practices.

Use of an area for warm ups, fielding practice or throw downs.

### B GRADE

Access to a minimum of 1 net for various practices.

Use of an area for warm ups, fielding practice or throw downs.

### C GRADE

Use of an area for warm ups, fielding practice or throw downs.



# PITCH COVERS

## A GRADE

It would be a requirement to have suitable coverage of a minimum 80 x 12 ft to cover the pitch in case of inclement weather. This would ideally be wheeled covers unless the terrain dictates.

Additional covers to protect the bowlers run ups and adjacent pitches would be preferable.

Covers should be readily available for immediate use.

Pitch should be fully covered for at least 24 hours before the game if necessary.

## B GRADE

It would be a requirement to have suitable covering of the pitch in case of inclement weather. This would include full pitch length wheel on covers

Covers to be readily available for immediate use.

Pitch should be fully covered for at least 24 hours before the game if necessary.

## C GRADE

It would be a requirement to have suitable covering of the pitch in case of inclement weather.

Covers to be readily available for immediate use.

## D GRADE

No covering of any sort



# SCORING FACILITIES

## A GRADE

A score box or sheltered area to be provided that is clean, tidy and fit for purpose.

A scoreboard to show a minimum of total, batsmen's scores, wickets, over's, last man, and first innings

Scoreboard to be visible from pavilion/players viewing area

Wi-Fi access required

## B GRADE

A separate scoring area to be provided.

A scoreboard to show a minimum of total, wickets, over's and first innings.

## C GRADE

A scoreboard to show a minimum of total, wickets and over's.

## D GRADE

None - Score book to be provided





# SIGHTSCREENS

## A GRADE

There should be a minimum coverage at either end of the ground of 8m wide by 3.66m high

They should be positioned outside of the boundary

## B GRADE

There should be a minimum coverage of 4m wide and 3.66m high at each end of the ground

Ideally they should be positioned outside of the boundary

## C GRADE

There should be a minimum coverage of 4m wide and 3.66m high at one end of the ground.

Ideally they should be placed outside the boundary

## D GRADE

None



# SUPPORTING THE GAME

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## CLUBHOUSES

### A GRADE

ECB TS5 compliant new or existing buildings with the ability to deliver a range of supporting social activities and with variety of energy efficient measures incorporated.

### B GRADE

ECB TS5 compliant new or existing buildings with the ability to deliver a range of supporting social activities but with no energy efficient measures incorporated.

### C GRADE

Non ECB TS5 compliant new or existing building but suitable to support cricket delivery and support social activity

### D GRADE

Non ECB TS5 compliant and unsuitable through either insufficient space, poor quality of design or very poor condition to support cricket delivery or social activity



# MACHINERY STORAGE BUILDINGS

## A GRADE

Purpose designed building capable of housing all grounds equipment, playing equipment, maintenance equipment and a workshop

Health & Safety information to be displayed  
Service history of machinery to be on the site

## B GRADE

Purpose designed building capable of housing all grounds equipment

Health & Safety information to be displayed

## C GRADE

No building or covered space capable of protecting some of the grounds equipment

## D GRADE

No adequate equipment protection or security





# SUPPORTING 'CRICKET EXPERIENCES' TO BE TAKEN INTO ACCOUNT

Separate rooms for the players and spectators.  
Multi sports options for members, family or guests  
Design, character and atmosphere of the bar  
Design, character of the dining facilities  
Outstanding viewing facilities  
Accessibility  
Reception and management controls  
History and character evident  
Support facilities such as gym or treatment rooms  
Car parking  
Reputation for outstanding catering support  
Others please specify



# GRADING SUMMARY

(Example of completed grading summary shown)

	GRADE A (4 POINTS)	GRADE B (3 POINTS)	GRADE C (2 POINTS)	GRADE D (1 POINTS)
Pitch				
Outfield				
Pitch Covers				
Sightscreens				
Scoring Facilities				
Practice – Pre Match				
Practice – During The Match				
Team Changing rooms				
Umpires Changing Facilities				
Clubhouses				
Machinery Storage Buildings				
Totals				
FINAL TOTAL				
Supporting ‘Cricket Experiences’ (Please List)				

## 4.0 GETTING YOUR PROJECT READY

	Speak to OM/CDO & Relevant SCF Teams	Project Registered	Making the case/business plan	ECB sign off	Security of Tenure	Planning Approval	Quotes	Partnership Funding	Accounts (Last 2 Years)	Others
Pitch Works	✓	✓	✓		✓		✓	✓	✓	
Outfield Works	✓	✓	✓		✓		✓	✓	✓	
Covers	✓	✓	✓	(✓) <sup>1</sup>	✓		✓	✓	✓	
Sightscreens	✓	✓	✓	(✓) <sup>1</sup>	✓		✓	✓	✓	
Scoring Facilities	✓	✓	✓	(✓) <sup>1</sup>	✓		✓	✓	✓	
Nets	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Changing Rooms	✓	✓	✓	✓	✓	(✓) <sup>2</sup>	✓	✓	✓	
Umpire Changing	✓	✓	✓	✓	✓	(✓) <sup>2</sup>	✓	✓	✓	
Clubhouse										
New	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Refurb	✓	✓	✓	(✓) <sup>1</sup>	✓	(✓) <sup>2</sup>	✓	✓	✓	
Storage/Equipment Buildings	✓	✓	✓	(✓) <sup>1</sup>	✓	✓	✓	✓	✓	
Grounds Equipment	✓	✓	✓	(✓) <sup>1</sup>	✓		✓	✓	✓	
Others (TBA)										

(✓) <sup>1</sup>	If part of ECB funding
(✓) <sup>2</sup>	If extended. Internal alterations will require building regulations approval unless decorative or fittings upgrade

## 5.0 SUPPORT AND GUIDANCE

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### PLAYING THE GAME: PITCH AND OUTFIELD

#### SUPPORT FROM THE ECB:

<http://www.ecb.co.uk/development/club-cricket/club-support/groundcare,2835,BP.html>

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts4-cricket-pitches-and-outfields,1572,BP.html>

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts4-cricket-pitches-and-outfields,1572,BP.html>

For the first phase of delivery of the National Club Strategy, the ECB has developed its new 'club support' web resource – [www.ecb.co.uk/clubsupport](http://www.ecb.co.uk/clubsupport) – a self-help product for cricket clubs which brings together all tools and services available to them in one place.

The home page of this resource features our new, vibrant animation highlighting the issue of sustainability within cricket clubs.

Please note – the ECB Club Strategy document is also available to download from [www.ecb.co.uk/clubsupport](http://www.ecb.co.uk/clubsupport)

#### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

[www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org)

**The Surrey Cricket Groundsman's Association (SCGA)** offer a pitch advisory service - one of the pitch advisory team can visit your ground and produce report with recommendations on your square, outfield or machinery.

the SCGA also have a machinery hire service available for members to hire out for certain times of the year.

**The Surrey County Playing Fields Association** can also provide technical advice and information whilst working to save threatened recreational facilities. Hon Sec Jim Faulkner [jim\\_faulkner@talk21.com](mailto:jim_faulkner@talk21.com) 01483 275628







## TEAM CHANGING ROOMS

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts5-pavilions-and-clubhouses,1573,BP.html>

<http://static.ecb.co.uk/files/developing-your-project-from-concept-to-completion-10705.pdf>

### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

[www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org)

Jon Elworthy

Tenet Design (contracts) Ltd

0208 979 5203

[jon@tenet-design.com](mailto:jon@tenet-design.com)

Steve Macdonald, Sports Clubhouses Ltd 0208 6600555

[steve@sportsclubhouses.com](mailto:steve@sportsclubhouses.com)

## UMPIRES CHANGING FACILITIES

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts5-pavilions-and-clubhouses,1573,BP.html>

<http://static.ecb.co.uk/files/developing-your-project-from-concept-to-completion-10705.pdf>

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[steve@sportsclubhouses.com](mailto:steve@sportsclubhouses.com)

## PRACTICE PRE-MATCH

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts6-performance-standards-for-non-turf-cricket-pitches,1574,BP.html>

<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf>

<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf> of-ntps-v3-1339.pdf  
<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf> apr-08-2252.pdf

There are a number of suppliers for covers, sightscreens, bowling machines, net cages etc please check the SCF website [www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org) for any news on deals or discounts for surrey affiliated clubs.

### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

[www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org)

## PRACTICE DURING MATCH

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts6-performance-standards-for-non-turf-cricket-pitches,1574,BP.html>

<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf>

<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf> of-ntps-v3-1339.pdf  
<http://static.ecb.co.uk/filesystems-installers-020113-1499.pdf> apr-08-2252.pdf

There are a number of suppliers for covers, sightscreens, bowling machines, net cages etc please check the SCF website [www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org) for any news on deals or discounts for Surrey affiliated clubs.



## PITCH COVERS

## SIGHTSCREENS

## SCORING FACILITIES

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/nwcf,320679,EN.html>

The link to NatWest Cricketforce provides information around self help but also registering gives you access to various deals/discounts on a number of items. The ECB Small Grants Scheme funded by the England & Wales Cricket Trust is a possible funding source for various ancillary items – for further information please contact your relevant Surrey Cricket Foundation Development Manager or officer.

There are a number of suppliers for covers, sightscreens etc please check the SCB website [www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org) for any news on deals or discounts for surrey affiliated clubs.

There are a number of suppliers for scoring systems and electronic scoreboards etc please check the SCF website [www.surreyccricketfoundation.org](http://www.surreyccricketfoundation.org) for any news on deals or discounts for surrey affiliated clubs.

The use of new technology now allows scoring a cricket match to be done by a computer and a smart phone. the following companies offer systems:

crichQ [www.crichq.com/](http://www.crichq.com/)

PitchPad [www.pitchpad.com/](http://www.pitchpad.com/)

total cricket scorer [www.totalcricketscorer.com](http://www.totalcricketscorer.com)



## NEW CLUBHOUSES

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts5-pavilions-and-clubhouses,1573,BP.html>  
<http://static.ecb.co.uk/fi>

-  
[project-from-concept-to-completion-10705.pdf](#)

[www.ecb.co.uk/development/facilities-funding/sustainable-clubs/](http://www.ecb.co.uk/development/facilities-funding/sustainable-clubs/)  
<http://activesurrey.com/>

### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

[www.surreycricketfoundation.org](http://www.surreycricketfoundation.org)

Steve Macdonald, Sports Clubhouses Ltd  
[steve@sportsclubhouses.com](mailto:steve@sportsclubhouses.com)  
0208 660 0555

## MACHINERY STORAGE BUILDINGS

### SUPPORT AVAILABLE FROM THE ECB:

<http://www.ecb.co.uk/development/facilities-funding/facilities-guidance-and-project-development/ts5-pavilions-and-clubhouses,1573,BP.html>  
<http://static.ecb.co.uk/fi> -  
[project-from-concept-to-completion-10705.pdf](#)

[www.ecb.co.uk/development/facilities-funding/sustainable-clubs/](http://www.ecb.co.uk/development/facilities-funding/sustainable-clubs/)  
<http://activesurrey.com/>

### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

[www.surreycricketfoundation.org](http://www.surreycricketfoundation.org)

Steve Macdonald, Sports Clubhouses Ltd  
[steve@sportsclubhouses.com](mailto:steve@sportsclubhouses.com)  
0208 660 0555

## CLUBHOUSE REFURBISHMENT

### SUPPORT FROM THE SURREY CRICKET FOUNDATION:

Jon Elworthy  
Tenet Design (contracts) Ltd  
0208 979 5203  
[jon@tenet-design.com](mailto:jon@tenet-design.com)



