

**Green Recovery Circular Economy Fund 2020-21
Covid Reconstruction: Repair and Re-use Activities in Welsh Town Centres**

APPLICATION FORM

In October 2020, the Welsh Government published Covid Reconstruction: Challenges and Priorities, our approach to reconstruction. It highlights priority areas where we will focus resources and efforts to maximise the benefits to Wales. It announced £13.2m additional funding to support repair and re-use activities in town centres.

We are now inviting local authorities to bid for this funding, which will support our aims to transition to a circular economy in Wales where we keep resources in use and avoid waste as well as providing timely support to our town centres.

A key aspect our reconstruction is a commitment to embrace greener and just initiatives, which support our places in Wales to reconstruct in a sustainable way.

There are already important initiatives taking place in our towns and communities in this field. Repair cafes and libraries of things are becoming more commonplace as are facilities to share and repair items from food to electrical items. During the pandemic many citizens have reconnected with their local communities and considered the resources we use. This funding is designed to support this and spark new innovation in our towns.

Many local authorities have created re-use shops and workshops often in partnership with local stakeholders and community groups. We know that an estimated 40% of all items at Household Waste Recycling Centres (HWRC) are suitable for re-use and they provide a real opportunity for Local Authorities and re-use organisations to repair and refurbish products for re-use.

We are looking to support 'exemplar developments' which not only promote community cohesion through repair and re-use initiatives; they will provide an opportunity for joined-up interventions to rejuvenate town centres – such as a community hub offering repair cafes, sharing libraries and zero waste shops. We would encourage partnership approaches to maximise impact.

To provide you with a flavour of possible initiatives, we have identified the following examples from Wales and beyond, which are looking to support repair and re-use initiatives in town centres. However, your bids should not be restricted to these:

- Facilities for community repair
- Food surplus redistribution and sharing
- Re-use hubs and shops
- Library of things
- High street facilities which combine repair and re-use
- Working with social enterprises to create volunteering and skills partnerships around repair and re-use
- High street hubs for recycling, for example premises to return small electrical items

This is a one-off additional Circular Economy Fund round specifically for repair and re-use in town centres. The funding can be split between revenue and capital funding and bids should consider the likely sustainability of the proposed project.

Key dates:

- The closing date is 1 December 2020.
- We aim to inform applicants of the outcome by 1 January 2020.
- Claims, including evidence of expenditure, are required to be submitted to the Welsh Government by 15 March 2021 at the very latest.
- Please only submit an application if you are able to meet these deadlines.
- Funds must be spent this financial year.

Please note:

- The project activity must be located in Wales*.
- As a *guide*, but not limited to **£0.25m** Revenue and **£0.35** capital per LA.
- Complete one application form per project.
- Local Authorities may submit more than one application.

Email: CircularEconomyFund@gov.wales

***Eligible Bodies**

Local Authorities

Town councils

Village councils

Community councils

Local authorities will need to be a partner, as a minimum, for all projects.

Organisation Name	Swansea Council
Project Title	Creation of a Mobile Repair Café
Location of Activity	City and town centre locations across Swansea
Funding requested for 2020-21	<p>£ Total project cost - £135,000</p> <p>£ Amount of capital grant requested - £83,000</p> <p>£ Amount of revenue grant requested - £52,000</p>
Project Contact Name, telephone and email address	<p>Chris Howell 01792 761759</p> <p>Chris.howell@swansea.gov.uk</p>
<p>Bid authorised by</p> <p><i>*In authorising this application you are confirming that the information given is correct to the best of your knowledge. You are also confirming that any match funding identified is in place</i></p>	<p>Name: BEN SMITH</p> <p>Job Title: CHIEF FINANCE OFFICER/S151 OFFICER</p> <p>Signature: </p>

1. Project Description and alignment to circular economy actions (Score 10)

Provide a brief description of the project including how it aligns to repair and re-use activity in town centres and our circular economy aim to keep resources in use and avoid waste. If your application is for a project that will take longer than a financial year to complete, please provide a description of the whole project and of the specific outputs to be delivered in this financial year. (Maximum 500 words)

This project is for the creation of a Mobile Repair Café for taking the repair & re-use ethos to wherever the demand requires. These pop up events can be held in our city centre, town centres, and local community hubs.

The project will ensure the continued use of products, which would otherwise be discarded as waste, assisting Welsh Government in meeting its circular economy and decarbonisation aims and objectives.

We have liaised with Repair Café Wales, to gain their endorsement and support, as whilst the Council will provide a driver, the pop up Repair Café sessions would need the usual volunteer network.

Repair Cafes not only reduce waste, they also share skills and improve community cohesion, engendering a fix and mend culture as opposed to a throwaway society.

This mobile facility could also facilitate access to a new Library of Things we have separately bid for, in collaboration with Benthg, to be based at our existing Re-use Shop in Llansamlet.

This library would:

- reduce waste through avoiding the need for the purchase of new goods
- divert unwanted goods through donation
- assist those in poverty
- provide mobility aids for those who need them
- promote health and wellbeing through fitness, gardening, and sports equipment
- encourage active travel through the provision of bicycles.

-The project will showcase the potential of repair and reuse to support ongoing community resilience through using items and skills already contained within that community, as well as providing project staff and volunteers with invaluable experience and insight into the potential benefits of the circular economy, inspiring future initiatives tailored to that community.

The project will also facilitate the receipt of small goods such as textiles, children's toys, small electricals, batteries etc. at each pop up event to further divert unwanted products away from waste bins. It is also intended to allow for a Swap Shop for these products eg a toy discarded by one person can be taken by another.

The project includes an extensive repair/re-use promotion campaign.

Orders would be placed for all items detailed and a Claim, including evidence of expenditure, submitted to the Welsh Government by 15 March 2021.

The use of a hybrid low emissions vehicle supports the transition to a low carbon fleet, contributing to better air quality and reduced carbon emissions.

In terms of a green recovery through employment opportunities, the proposals would require a driving resource which would create one FTE.

2. Ways of working (Score 10)

The Well-being of Future Generations (Wales) Act 2015 requires public bodies to think more about the long-term, to work better with people, communities and each other, look to prevent problems and take a more joined-up approach.

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to seek to achieve the well-being goals and objectives in everything they do.

Please describe how you have followed the five ways of working in the development and delivery of your proposal.

The Five Ways of Working	
<p>Long Term – please describe how you have considered long term needs. What are the impacts of your proposal on future generations?</p> <p>(Maximum 100 words)</p>	<p>This project would provide long-term benefits to the circular economy in Swansea, help to normalise repairing, borrowing and sharing instead of buying and upskill the community as well as providing people with low-cost access to a variety of items to improve their quality of life. In showcasing the potential of repair and reuse and inspiring future initiatives, it also contributes to Wales’ long-term aspiration of becoming zero carbon by 2050. The use of this mobile facility will also ensure that the Repair Cafe will be a permanent facility, self-sustaining into the future.</p>
<p>Prevention – please describe how you considered options to prevent the problem from getting worse or occurring in the first place.</p> <p>(Maximum 100 words)</p>	<p>This project would counteract deprivation and inequality in Swansea by providing low-cost accessibility to a range of life-enhancing items. It would also prevent many items being sent to landfill when they are no-longer needed and promote the repair and re-use message to prevent a further increase in carbon emissions.</p>
<p>Integration – please describe how you have considered the well-being objectives of other public bodies.</p> <p>(Maximum 100 words)</p>	<p>This project would support and complement Swansea’s endeavours to reflect the Welsh Government’s zero landfill and targets as well as equality and sustainability goals. It would also support the Welsh Government’s declaration of a climate emergency and steps it is taking to reduce the country’s carbon emissions.</p>
<p>Collaboration – please describe who you collaborated with and how, in the</p>	<p>This project is a collaboration between the Council, Repair Cafe Wales, Bentyg, and any 3rd sector or community organisations wanting to hold Repair Café sessions. This project would</p>

development and appraisal your proposal. (Maximum 100 words)	provide opportunities for community groups around Swansea to collaborate in sharing items and skills as well as volunteering.
Involvement – please describe who you have involved and how, in the development and appraisal of your proposal (Maximum 100 words)	The project would proactively endeavour to include all members of the community, including those who are marginalised, and embed their voices and their needs from the outset.

3. Contribution to Well-being Goals and impact assessment (Score 10)

Projects must seek to maximise their contribution to the well-being goals. Please provide a summary of the impacts of the project to the well-being goals and statutory description of each goal.

Well-being Goal	Impact (select one for each goal)
A prosperous Wales	Positive Summary (Maximum 100 words): This project will enable individuals to borrow items they don't own at low cost and repair broken items they do own for free, without adding to their carbon footprint. The Swap Shop will also allow people to access different products for re-use at no cost. This will help them avoid unnecessary expenditure. New employees and volunteers will develop skills and experience that will support their professional development and earning potential.
A resilient Wales	Positive Summary (Maximum 100 words): With a global recession looking inevitable as a result of the COVID-19 pandemic, this project will provide economic and material resilience for the community, while supporting the circular economy and sustainability. It would promote the "re-use" message and provide an alternative to people having to buy new or infrequently used items, reducing consumption and protecting our

	precious natural resources, leading to environmental benefits.
A healthier Wales	<p>Positive</p> <p>Summary (Maximum 100 words):</p> <p>This project will improve individuals' health by providing access to items and skills which support physical and mental health. The provision of volunteering opportunities will help tackle isolation, loneliness, anxiety and poor mental health. Building new connections within the community will support individual wellbeing as well as improve community resilience. The availability of bicycles will support active travel. Diverting unused items from landfill would further benefit community health and the environment.</p>
A more equal Wales	<p>Positive</p> <p>Summary (Maximum 100 words):</p> <p>Access to items to all members of the community at low cost would be provided, with the option to pay in volunteering time only. High-cost items would be available to support a better quality of life for local residents, including people not able to buy/store such items. It would provide free repairs for the community who otherwise might not be able to repair or replace items. Skill-sharing/upskilling would empower people to repair/maintain their own items. The mobility of the project would provide access to items to all members of the community at low cost, including those who are isolated.</p>
A Wales of cohesive communities	<p>Positive</p> <p>Summary (Maximum 100 words):</p> <p>Benthyg and Repair Cafe Wales have both developed detailed toolkits to provide a blueprint for communities wishing to set up their own branches. These will be developed continually as the networks grow, allowing constant learnings and best practice to be shared between communities. This will enable a truly sustainable</p>

	<p>lifestyle within all Welsh communities, making Wales a world leader in making the circular economy a nationwide reality.</p>
<p>A Wales of vibrant culture and thriving Welsh language</p>	<p>Positive</p> <p>Summary (Maximum 100 words):</p> <p>Benthyg and Repair Cafe Wales both have strong Welsh identities, which is reflected in their ethos and operations, seeking out Welsh suppliers and partners where possible (and the brand Benthyg is the Welsh word for borrow). Core materials will be made available in Welsh in due course.</p>
<p>A globally responsible Wales</p>	<p>Positive</p> <p>Summary (Maximum 100 words):</p> <p>Climate change is now recognised as an urgent crisis that needs addressing globally and is reflected in Wales’ declaration of a climate emergency. Repair Cafe Wales has become established globally as a leading repair café network. Benthyg is the first Welsh organisation to join the growing global libraries of things movement. Both are poised to develop a Wales-wide network to reduce waste and facilitate community sharing of items and skills. This project will ensure that Swansea is resourced to embrace/embed the circular economy supporting the global effort to reduce landfill waste and carbon emissions caused by over-production and over-consumption.</p>

4. Project management (Score 10)

Please provide information on the project plan identifying timelines for activities appropriate to the scale of the project. Include information on any risks, statutory processes/planning consent, land acquisition, procurement, construction, project opening and completion as applicable. (Maximum 500 words)

Timeline

January 2021 - Funding announced

January 2021

- Project meetings between Council, and Repair Café Wales to confirm implementation programme
- Begin on-site staff recruitment
- Place orders and commit funding for the vehicle to host the mobile Repair Cafe
- Develop promotion campaign

February 2021

- Begin community engagement for Mobile Repair Café
- Launch Mobile Repair Café
- Start recruiting volunteers

March 2021

- Promote project and develop volunteer network
- Convening local steering group
- Delivering skill-sharing workshops

April 2021 onwards

- Continue to develop community/volunteer networks and explore further links with local charities/3rd sector organisations
- Develop an ongoing promotion strategy, stakeholder strategy, product catalogue based on community needs.
- Monitor performance and seek to engage with other similar projects/organisations/charities/3rd sector organisations to ensure that lessons are learned and best practice is being developed
- Continue links with local educational organisations around work experience opportunities

Swansea Council will lead on securing the venue(s) for this project. The Re:Make Cymru team (Repair Cafe Wales & Benthylg) will lead on the asset purchase element of the project as well as providing processes, policies and systems, along with producing monitoring reports and post-project evaluation.

Swansea Council and the Re:Make Cymru team will work together on advertising and promotion.

Key Risks

- Unsuccessful funding bid
- Volunteer network – Repair Café Wales and Benthylg are extremely experienced and successful in setting up the volunteer network required for the project.

5. Costs (Score 10)

Please explain the costs of the project by providing a full breakdown. If the project will be match funded clearly set out the details (e.g. cash contribution by applicant or other)? (Maximum 250 words)

	Capital £	Revenue £
Hybrid low emissions 7.5t Vehicle	55,000	
Charging point	3,000	
Café fit out and IT set up (Benthylg and RCW)	7,500	
Café Equipment (Benthylg and RCW)	17,500	
Café initial training costs (Benthylg and RCW)		3,000
RCW Project Officer		4,000
Repair & Re-use promotional campaign		10,000
Benthylg and RCW Project Management		35,000
Totals	83,000	52,000

The Council will be providing the following at a cost of circa £30K per year:

- 1 full time member of staff
- running costs, incl. fuel
- vehicle maintenance

6. Value for Money (Score 10)

Please explain what steps have been taken to ensure costs have been kept as low as possible and to quantify if the funding requested will represent overall value for money. (Maximum 250 words)

The assessment of the improvement and expansion of the existing set up has value engineered down to the minimum to ensure that the project is fit for purpose to operate a mobile repair café. The vehicle will be procured through a competitive process.

The costs for equipment are indicative and have been provided mainly via websites. However, the Re:Make Cymru project team will engage a Procurement specialist to ensure value for money and economies of scale through the network.

The costings for the toolboxes represent existing costs which have been refined and procured by Repair Cafe Wales, in keeping with the 're-use' ethos of the team and to keep costs down.

The management fee to the Re:Make Cymru team would fund a centralised project team to manage the processes, policies and systems necessary to make repair and reuse simple and safe for the community to engage with, providing streamlined, consistent project delivery throughout Wales.

The Council will create 1 FTEs to drive the vehicle and operate the mini Re-use Bring Site and Swap Shop during the Repair Café sessions, and also provide additional management, innovation, and promotion sales resources as required.

7. Scheme outputs (Score 10)

What are the specific outputs that the scheme will deliver (including objectives and outcomes)? (Maximum 250 words):

Based on existing data held by Benthyc and Repair Cafe Wales, we would expect the following minimum targets to be reached within the first 3 months of launching the Repair Café and Library:

- 60 Re:Make members / visitors in Swansea
- 60 items repaired
- 200 items brought to the vehicle as a bring site
- 30 items swapped and brought back into re-use at Swap Shops
- 15 new volunteers recruited and trained
- 60 members of the community upskilled

These figures will then continue to grow through this permanent facility.

8. Monitoring and Evaluation (Score 10)

How and when will you measure if the project has been successful? Please provide details of your post-delivery monitoring plan, data collection, and relevant targets (Maximum 250 words):

We will obtain project evaluation data as follows in conjunction with the Re:Make Wales project team:

- Member / visitor numbers
- No. of items repaired
- No. of items brought to the vehicle as a bring site
- No. of volunteers involved in the project
- No. of swapped and brought back into re-use at Swap Shops

One of the significant benefits to this network model is also the ability to collate and analyse data consistently in different locations, enabling the network to produce robust research demonstrating the value of the project to Wales.

Following the project set up, the Re:Make Cymru network will work together to evaluate and understand learnings to inform future repair and reuse initiatives.