

**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 Repair Café, Library of Things, and Textile Re-use Area
Location of Activity	Swansea Enterprise Zone, Llansamlet
Funding requested for 2020-21	<p>£ Total project cost - £ 223,950</p> <p>£ Amount of capital grant requested - £ 141,600</p> <p>£ Amount of revenue grant requested - £ 82,350</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/151 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 Repair Café, a Library of Things, and a Textile Re-use Area by improving and expanding our existing Re-Use Shop, Tip Treasures, on the Swansea Enterprise Zone.

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 re-use shop has its own electrical repair technicians who can run repair sessions for electrical goods, the Repair Café would need the usual volunteer network of other goods such as furniture, clothing, children's toys, and bicycles.

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 improved facility will also be able to accommodate a Library of Things, in collaboration with Benthyc, which would complement both the Re-use Shop and Repair Café.

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
- encourage active travel through the provision of bicycles.

The project also includes the creation of a textiles re-use and upcycling area to extend the life and beneficial use of these items, and demonstrate innovative ways in which discarded items can be brought back into use.

To accommodate the above facilities, the existing shop requires insulating to make it suitable for these more static functions, and an extension to create the additional space required.

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 use of our existing, popular, long-established re-use shop will also ensure that the Repair Cafe and Library will be a permanent facility, self-sustaining into the future.

The project includes an extensive repair/re-use promotion campaign and a drive to intercept goods for re-use at recycling centres

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

In terms of a green recovery through employment opportunities, the proposals would initially require a start-up resource which would create at least 3 FTEs in the short term, and 1 FTE going forward. We have been in discussion with Benthyc and RCW around the requirements for the Café and Library, and Coleg Sir Gar regarding the employment of fashion students to develop textile upcycling and re-use.

A separate funding bid for the setting up of a mobile Repair Café will enable the benefits of this project to be delivered in city and town centres across the Authority wherever the demand and venues are available.

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 our existing, long-established re-use shop will also ensure that the Repair Cafe and Library 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 help 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 Repair Cafe Wales, Bentyg, Wales Air Ambulance, RSPCA, and Coleg Sir Gar. 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. 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. As a Council, we all have a part to play to safeguard people from harm and empower residents of Swansea. So, by enabling residents to Building build 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 mobile element, subject to a separate bid, 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</p>

	<p>the networks grow, allowing constant learnings and best practice to be shared between communities. This will enable a truly sustainable 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. The items available to borrow would enable all members of the community to access entertainment, sports and leisure equipment, with the potential to support other cultural events across Swansea. Our promotional material and any literature associated with the project will be bilingual to support the promotion and access to the Welsh language.</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, Repair Café Wales, and Benthg to confirm implementation programme
- Begin on-site staff recruitment
- Place orders and commit funding for the re-use shop improvement and expansion works, equipment, and systems hardware/software.
- Develop promotion campaign

February 2021

- Complete improvement and expansion works. It has been confirmed that planning permission is not required due to the nature and size of the proposed expansion.
- Promotion campaign as various elements of project come online
- Set up Textile upcycling and re-use area
- Begin community engagement for Repair Café & Library
- Launch Repair Café & Library on site
- Start recruiting volunteers
- Employ temporary staff to promote re-use and intercept goods being discarded at Recycling Centres, to instil a re-use/repair culture

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 links with mobile Repair Café/Library (if that funding bid is successful) to maximise benefits across our city and town centres

- Develop an ongoing promotion strategy, stakeholder strategy, product catalogue based on community needs.
- Monitor performance and seek to engage with other similar projects/organisations/charities3rd 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 the project, with the Re:Make Cymru team (Repair Cafe Wales & Benthylg) leading on the setting up of the Repair Café and Library in terms of equipment, systems, and volunteer network required, 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
- Delay in improvement/expansion works
- Volunteer network – Repair Café Wales and Benthylg are extremely experienced and successful in setting up the volunteer network required for the project.
- Ongoing sustainability of Repair Café and Library – As these facilities are being housed in our existing long established re-use shop, which is staffed 7 days a week, the additional resource required once fully set up, is minimised. Reduced disposal costs of products recovered for reuse, and associated income gained through this project will allow the project to be self-financing.

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 £
Shop Insulation and Extension	98,000	
Fit out for textiles	5,000	
Employ fashion students for set up of textiles area		10,000
Racking for re-use	3,000	
Material interception at recycling centres for re-use		15,000
Repair & Re-use promotional campaign		10,000
Repair & Re-use insurance (Benthyg and RCW)		600
Café & Library fit out and IT set up (Benthyg and RCW)	15,000	
Café & Library Equipment (Benthyg and RCW)	20,600	
Café & Library initial training costs (Benthyg and RCW)		3,000
Benthyg and RCW Project Manager		4,750
Benthyg and RCW Project Officer		4,000
Benthyg and RCW Project Management Fee		35,000
Totals	141,600	82,350

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

- 1no. full time member of staff
- Repair Café, Library, and Textile Area ongoing running costs

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 facility is fit for purpose to accommodate textile re-use, a repair café, and a Library of Things as permanent features. The works will be procured through a competitive process. The use of the existing facility ensures that staff and running costs are kept to a minimum.

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 wire lockers represent excellent value as they can be moved between different venues in the future if the project evolves, obviating the need to pay for built-in storage solutions.

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 5 FTEs initially to set up and develop the projects with 1 FTE taking the projects forward after the initial set up. Additional management, innovation, marketing, and sales resources provided 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 Benthylg 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
- 50 items donated to Benthylg Library of Things inventory, diverted from landfill
- 200 items borrowed
- 5% average engagement with circular economy messages on social media
- 15 new volunteers recruited and trained
- 60 members of the community upskilled

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

The textile re-use and upcycling area is projected to capture and put back into re-use over 1,000 items over the same initial 3 months from launch.

A dedicated resource at the recycling centres will engage with over 5,000 visitors in the first 3 months, promoting the Repair & Re-use and Borrow don't Buy principles, and directly divert over 2,000 items from recycling into re-use.

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 borrowed
- No. of volunteers involved in the project
- No. of textile items out back into re-use
- No. of items diverted from Recycling Centres to Repair/Re-use

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.