



Llywodraeth Cymru
Welsh Government

Museums, Archives and Libraries Division Welsh Government

Transformation Capital Grant Programme 2020/21
Expression of Interest Application Form

Note

You must use this form to submit an Expression of Interest (EOI) for the Transformation Capital Grant Programme.

You should read the EOI Criteria guidance before completing this form. Please complete all sections of the form. Incomplete forms may not be accepted.

If your EOI is successful we will invite you to develop and submit a full application. Please note that a successful EOI does not guarantee that we will fund your project.

Send your completed EOI to MALD@gov.wales by 27 September 2019. We will not accept applications after this date.

The Welsh Government takes the protection of your data seriously. We may share any data you provide to us with fraud prevention agencies and third parties for the purposes of preventing and detecting fraud. Any personal data we collect will be managed in accordance with our Privacy Notice which is available to view here:

<https://gov.wales/docs/caecd/publications/180518-privacy-notice-en.pdf>

Expression of Interest

Project Summary

Project title (Please provide a short descriptive working title for your project)

Please indicate which funding band your project falls within:

Band A (£50,000 - £120,000)	
Band B (£120,001 - £300,000)	x

Priority of project

(If submitting more than one application **you must** indicate the priority of each project on an organisation wide basis, with 1 / 2 being the highest priority, 2 / 2 the second priority.)

About your Organisation

Name of parent organisation:

Name of service / institution:

Type of service:

Museum	
Archive	
Library	x

Main contact for the project

Name: Karen Gibbins

Address: Library Service, Civic Centre, Oystermouth Road, Swansea

Email: karen.gibbins@swansea.gov.uk

Telephone: 01792 636329

Service address, if different from main contact:

Is your organisation VAT registered?

Yes	x
No	

If yes, what is your VAT registration number?

Is your organisation a registered Charity?

Yes	
No	

If yes, what is your Charity registration number?

Project overview

Project description (maximum 250 words)

Please briefly but clearly describe what the project is about, what improvements will be made, why these are needed, and the intended outcomes of the work. (Further detail can be provided in subsequent sections).

Gorseinon library is currently the third busiest library in the Swansea Area and is managed as one of our Hub libraries. It accommodates our community services and bib team staff and provides shelving for heritage library collections. It also acts as the main distribution hub for books and resources around libraries.

Swansea council is looking at co-location and creative solutions to make services sustainable in the future and one way it proposes doing this is to collocate service areas where possible in a single site and to work towards breaking down barriers to supporting the delivery of some functions of these services by shared teams.

This project hopes to put in place funding to create a more positive and beneficial change to the library space to accommodate the new needs of the Housing department who will be sharing library space in the future. This funding opportunity could transform the space in a way internal budgets could not do so and could result in a smaller library service function delivered from the public space.

Good design and good use of current space can provide an outcome which the local residents, current library customers and housing tenants can use effectively and productively. The council has already engaged a local business who re-use and refurbish office and other furnishings called Ministry of furniture to help with new council initiatives.

The project would create zoned areas reflecting library needs as well as developing shared staff working spaces and two interview rooms for private housing discussions and other associated activities. Improved digital self service solutions would be introduced and digital information screens and e-resource promotion activities.

Project location

Building name: Gorseinon Library

Address: 15 West Street, Gorseinon, Swansea SA4 4AA

Please provide details of the opening hours for the service point covered by the project:

Day	Opening hours
Monday	9.00am - 6.00pm
Tuesday	9.00am - 6.00pm
Wednesday	9.00am - 6.00pm
Thursday	9.00am - 6.00pm
Friday	9.00am - 6.00pm
Saturday	10.00am - 4.00pm

Is the building solely used as a museum, archive or library?

Yes	
No	X

If no, please provide details of shared use:

The library has a basement level which is currently used for library community services and bibliographic stock acquisition teams and large rolling rack shelving of historic collections and some small lending stores.

The library is soon to become a shared use building providing space to the Housing department to have a front facing element in the current public library space and shared backroom staff areas in the basement space.

Does your organisation own or rent the building / location?

Own	X
Rent	

If you rent the building, who is the owner?

If you rent the building, how many years are left on the lease?

Project timescale

Proposed Start Date: April 2020

Likely End Date: June 2020

(Project timescales may change but will be within the grant timeframe)

Please confirm that all grant funded project elements will commence after 1 April 2020 and be completed by 1 February 2021:

Does your project involve a listed building or a scheduled ancient monument?

Yes	
No	X

If yes, please provide details.

Does your project need Planning Permission or Listed Building Consent to proceed?

Yes	
No	X

Please provide evidence of the planning / consent requirements for your project, including any arrangements for obtaining the necessary permissions, and when these will be in place:

Checks about any permissions have been made by Corporate Building Services and no feedback has been provided at this stage to suggest any covenants prevent a council service co-location project taking place at this site.

Please note: projects without necessary permissions in place at stage 2 will be rejected.

Project costs

Total project cost	180,000
Grant requested	160,000
Other sources of funding	18,000

Please explain arrangements for obtaining the necessary match-funding, and when this will be confirmed:

10,000 would be allocated from service revenue budget and material and other spend targeted at this site for this period. Remaining match funding will be found from Staff time, upgrading IT costs (PC hardware), new bookstock. Contributions from Building Services will be sought.

Advice

What advice have you sought for this project? Please provide details.

Discussions with Senior officers in Swansea council and facilities teams. Advice from library suppliers and early design proposals from council procured design companies. Discussions with colleagues in Housing and Facilities management continue and their input will be a valuable asset to this project.

Priority criteria

Please explain how your proposed project will deliver against the Transformation Capital Grants scheme EOI priority criteria (please refer to section 6, pages 5-8 for guidance).

1. Sustainable Development (maximum 300 words)

Co-location of services and co-delivery of services provides a recognised sustainable way of maintaining services to the public during times of reduced budgets.

This project will see the library service working closely with colleagues from Housing Services, developing new skills and sharing audiences and service delivery while ensuring the community of Gorseinon maintains a good library provision and frontline housing advice service.

It will also help improve public toilet facilities at the library to support local community needs.

It is anticipated that following on from locating services further developments will be investigated in how staff can share knowledge of their service areas and work together more effectively and this ambition needs to be reflected in the project design.

Managers will look for opportunities to address service delivery to hard to reach groups and address identified needs where they meet corporate priorities.

The library has provided self service opportunities and this will be enhanced and maximised to provide more resilience for service delivery in the future. Other digital and technological ways of working which can reduce appropriate staff interaction will be explored.

Where possible any changes to lighting, plumbing and other m&e systems will consider energy reduction and environmental factors.

A water fountain for refillable bottles will be introduced to reduce use of single use plastic bottles.

2. People (maximum 300 words)

This project will enable the library service to look again at how it supports the health and well being needs of its residents in its special Living Well collections and ensure these are more visible. Consideration will be given to creating a wellbeing zone to support collections and activities and further discussions with Local GP cluster group will hopefully identify ways of working more collaboratively on shared areas of needs – the healthy lifestyle, creating a weighing corner, space for regular healthy eating good practice events.

The library struggles with regular occurrences of unacceptable behaviour by young people and this project will look at any measures which can be introduced to address this issue and re make links with local youth centre. Good links with PCSO's will be maintained. Introducing specific events and activities delivered by Young People will also be considered.

As part of this project a new welsh learners collection of materials will be created and promoted from Gorseinon library to try and encourage more use of Welsh Language materials provided by libraries.

This project will demonstrate to the community that is it committed to maintaining a strong council presence in the town and that is has invested in a new service provision which supports the residents continued support for library services which is demonstrated by its strong performance and visitor figures and also the established need for housing advice guidance and face to face support by the large housing tenant communities in the area. This investment will be modern and attractive supporting research which tells us "people prefer to live and work in areas they find attractive and distinctive" <https://gov.wales/sites/default/files/publications/2019-06/arts-and-culture-vision-statement-light-springs-through-the-dark.pdf> pp9

3. Collections (maximum 300 words)

"Promote and protect Wales place in the World"

This project will take the opportunity to reflect some of the Heritage collections the library service holds which it is not possible to display in public spaces due to space. A designated area will allow display and promotion of these collections some of which form part of the founding collection of the original Swansea library. Where possible items will be chosen which specifically reflect the Gorseinon area. The library service aims to work with volunteers to explore and better exploit the treasures held in these collections.

Lending collections will be stored and displayed on new and re-engineered shelving and additional display spaces will be created. Greater use of objects and collaboration with the museum service will be explored to draw attention to subject areas and themes. Re-purposed furniture will be used where it is possible and flexible new shelving with future proofed re-use will be purchased.

This project will support the need to retain as much shelf space as possible for lending items to the public and enable effective browsing and good retail display ideas maintained. Lending collections will be refreshed with new and replacement titles. Innovation to promote ebooks integrated into traditional book display will be trialled.

The library will maintain space where talks, events and exhibitions can be held which support partners and library themes and priorities.

4. Strategic Fit (maximum 200 words)

Providing a sustainable future for Gorseinon Library will allow the local communities to have an accessible attractive venue to access council and partner services which they need, to ensure they have happy and healthy lives and achieve the best outcomes for themselves and their families. Free broadband and wifi will ensure digital support services are accessible to all including those in rented accommodation and the location of housing service at the same venue will re-inforce this.

Prosperous and Secure – This project will provide opportunities to tackle inequality, by continuing to ensure space and services which can help residents secure employment and work with partners in their community to overcome barriers. This project will ensure the venue remains accessible to our **Poverty** and Prevention teams for workshops and drop in advice for those unable to travel to city centre offices.

Healthy and Active – This project will help the library service at this site to continue to impact improvements in health and well-being in Wales, for individuals, families and communities through good directed literature and partnership activities. Good space design will enable activities to continue which impact prevention programmes in the community.

Ambitious and Learning – Gorseinon library will continue to support the Welsh Government ambition to assist residents to be the best they possibly can be. Through good digital infrastructure, out of hours activities and trained staff the library can support an environment of lifelong learning.

In Swansea we have a corporate priority to **improve education and skills** for all and good quality library venues are instrumental in achieving this. They create and accessible environment which helps people learn.

United and Connected – Investing in this venue will demonstrate a commitment to the community and encourage an atmosphere where people take pride in their communities, We are supporting the ability for people to come together, encouraging better economic outcome to grow.

Libraries are safe places and have a role in **Safeguarding people from harm**, trained staff are able to support the vulnerable and signpost and take action. Working in the future with housing will strengthen this role.

The library annual plan challenges the service to look at how its services affect their environments and work towards changing services and adapting services for better **environmental** outcomes. This often requires space which is what this project hopes to achieve through redesign. Currently we are working with KeepWalesTidy to become a litter picking hub at the site which we would like to continue.

5. Standards (maximum 200 words)

Gorseinon library plays an important role in contributing to the Welsh Public Library Standards for Swansea Library Service as the third biggest book issue and visits library. It is important going forward that it continues to have the correct physical space for this to continue. This new initiative to work with housing secures the site as a venue for the immediate future and makes it a more viable building in the community. The site is an important location on the outer edges of the city and serves a large population (4301 (in 2011 census). It also provides a service to neighbouring council wards in Loughor, Kingsbridge, Penllergaer and Penyrheol some of which are semi rural. It is in the electoral ward of the Gower.

Currently it is spacious and is able to host events and activities and this needs to be maintained in the future shared space which is planned for the library. It has good pc provision and opening hours are sufficient but we would not like to see them reduced. This new opportunity to work with colleagues in other departments will help ensure this robust opening hours offer into the future.

The new project will see opportunities to work with and target new groups especially those with Special Requirements as the service develops new relationships with new council teams. Our hope is that the project will demonstrate better closer and joint working on events and activities of mutual benefit to Housing service and their support agencies.

Declaration by Applicant

On behalf of the governing body, I confirm that the work described has not started and to the best of my knowledge and belief the application information is correct.

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Signature:



Date: 16.9.19