

CIRCULAR ECONOMY PROJECT - WASTE RE-USE

EXPRESSION OF INTEREST

Expression of Interest

Circular Economy Project - WASTE RE-USE

Background

Armagh City Banbridge and Craigavon Borough Council have identified a funding opportunity through Urban Innovative Actions (UIA) to support and grow the circular economy within our Borough and prioritising the social economy as a key enabler.

In order to make a transition to the circular economy a reality, the European Commission expects urban authorities to involve all stakeholders from the design of products to its re-use benefiting both the economy and the environment including the participation of citizens and communities.

One of the project objectives is to influence consumption patterns through the encouragement of reusing / repairing / recycling materials, creating a behaviour change within the Borough utilising an existing established re-use facility.

The council wishes to seek expressions of interest from **1) Social Enterprise Groups / Charities / Other Organisations** and **2) Owners of Local Premises / Facilities**

1) Social Enterprise Group / Charities / Other Organisations

A suitably experienced community / voluntary organisations and/or charities to deliver citizen-led initiatives and third Sector / Social Enterprises to promote more durable repairable and recycled products thus reducing waste to landfill. Creating a collaborative economy which shares products and infrastructure aiding local businesses and communities. Experience of working collaboratively with numbers of partners will be an important contribution.

The community and voluntary sector and social enterprises play a key role in stabilising disadvantaged communities.

Other Organisations with proven experience of effecting change in this sector, perhaps locally, nationally and/or internationally.

2) Owner Local Premises / Facility

A suitable business Premises / Facility that would accommodate social enterprise groups and associated facility requirements e.g. accessibility / parking / accommodation / planning / appropriate waste license 7 or exemptions etc. Council welcome business premises in areas of high social deprivation within the Borough.

The project aim is to:

Test new, innovative, bold and unproven ideas addressing interconnected waste challenges and experiment how these respond to the complexity of real life.

Jointly support the development of the circular economy and social economy sectors within the Borough, playing a key role in recycling and re-using the earth's resources, discarded products and materials.

Divert other discarded products that traditionally go to landfill into recycling and re-use.

Helping the development of sound business plans and the establishment of social enterprises which will provide new goods and services, generate income and create employment and training opportunities.

Create 'behavioural change' leading to long term waste reduction.

Proposed Project Approach

Expression of Interest (EOI)

Forming a stakeholder action group. Under the Expression of Interest, all interested agents must confirm how they would undertake and manage elements of this project, incorporating the existing re-use facility and providing any established case studies / references.

Planning and preparation will take place during several weeks up to end of March 2017 with the stakeholders in the action group.

Interested parties can submit an EOI for one or both elements of this project. Council welcome EOI's from delivery partnerships.

The Elements are as follows:

- 1) Social Enterprise Groups / Charities / Other Organisations
- 2) Owners of Local Premises / Facilities

On receipt of EOI Council will invite all interested parties to an open day to appraise them of the Circular Economy project, process and funding, prior to confirming successful applicants through to final stage.

Successful applicants will be required to adhere to Councils Terms and Conditions for the project and Data Protection, Commercial Sensitivity and Integrity.

Aims / Outputs / Targets

Project implementation must take place within a maximum period of 3 years and within this time grow and develop to be a sustainable circular economy driver for the Borough.

The Council after funding is secured will be required to appoint a delivery agent to manage this project and associated activities to develop business plans and establish social economy enterprises.

The project elements have been set out and are as outlined below:

1) Social Enterprise Group / Charity / Other Organisations

- Establishment of a Social Economy Forum
- Development of a Social Enterprise Strategy for the project and the establishment of a steering group within the terms and conditions of the application for funding.
- Delivery of an agreed Business Plan considering diversification of existing social enterprises within the Borough. For Example: Budget Requirements / Training Workshop / Repairs Services / Upcycle Service / Recycle Shop incorporating café / Clothes / Bicycles / Furniture / White Goods / Brick a Brack etc as well as Online Services incorporating Social Media and Shopping etc.
- Manage and provide a training infrastructure and a business development plan for chosen participating social enterprise business within the Borough.
- Redevelop existing re-use facility within social enterprises, with a view to developing, opening and operating an additional re-use facility within 3yrs. Preference would be given to a central prominent location.
- Social Enterprise Business to facilitate the management of existing and new jobs and establish a framework for training and volunteering opportunities.

2) Owner Local Premises / Facility

- A suitable Premises / Facility that would accommodate a social enterprise business and associated facility requirements e.g. accessibility / parking / accommodation / planning / waste license etc. Council welcome business premises in areas of high social deprivation within the Borough.
- Fulfilling the needs of the Social Enterprise / Charity / Other Organisation Business Plan (refer section 1 above)

Target Audience

Established Social Enterprise Groups / Charities / Other Organisations with a proven track already based and operating locally / nationally / internationally.

Project Timescales

The project timescales are dependent on the UIA funding application and its outcome.

The Application stage will commence when the Social Enterprise Businesses and Premises are appointed and will be completed by end of March 2017.

Performance Management

The delivery agent will be required to provide a quality service to Council.

The EOI will be managed in the first instance by the council.

The Application will be submitted and managed by Council, in partnership with the Social Enterprises, Premises Owners and other relevant organisations with appropriate expertise.

The Performance Management criteria will be agreed at the application stage, with the Council monitoring performance.

Funder Requirements

All Press Releases and marketing materials developed for the project will remain property of Armagh City, Banbridge and Craigavon Borough Council and they must be approved by the council before publication.

Document Retention

All documentation related to the project will remain property of Armagh City, Banbridge and Craigavon Borough Council, should not be disclosed to any third party and must be held by the appointed delivery agents for the duration of the project.

Expression of Interest Form

Please Complete and Return prior to Open Day / Assessment

1. Social Enterprise Group / Charity/ Other Organisations

Please describe here the element of the project for which you are expressing an interest. The description should be clear and as detailed as possible to enable the panel to understand which elements you are expressing an interest in.

2. Premises

Please provide photographs, plans and the location of premises, including utilities on site and financial responsibilities.

2a. How will the premises meet the storage needs of recycling / re-using waste material?

3. Your service Proposal – Social Enterprise Group / Charity / Other Organisation :

Please detail here your proposal for providing the service for this project i.e Business Proposal

3a: How your EOI will promote or improve the social, economic or environmental well-being of Armagh City Banbridge and Craigavon Borough Council the people living therein.

3b: How you will meet the needs of service users & recycling / re-using waste material?

4. How you will manage the day to day intake of recycling & re-use materials limiting waste for disposal?

5. Why you consider your social enterprise group / charity / premises forming part of Councils funding application are suitable to provide the elements of this project. This could also include:-

Any relevant experience you have appropriate to service provision, including key stakeholders you have identified and how you manage them.

6. Capability to Provide

Please explain here with supporting evidence how your social enterprise group / charity / premises form part of Council's application for funding and will be capable of providing the provision you've identified.

7. Your Employees / Volunteers

Staff Structure / Portfolio - please provide a list of existing or new employees and their associated skills who can bring benefit to this project

How you will incorporate existing skilled / trained assessors re-use employees within your Staff Structure / Portfolio within your expression of interest?

Timetable and overview of EOI

1. Receipt of EOI	Friday 17 th February 2017
2. EOI's Collated	Week commencing 20 th February 2017
3. Project Open Day / Assessment	Week commencing 27 th February 2017

(Submissions must be arranged in numbered sections and table of contents provided with page numbering)

Completion of the EOI Form is a MANDATORY part of the application process – only those who submit an EOI and are eligible will be invited to attend a future Open Day / Assessment.

Completed EOI forms should be forwarded to Kirsty Pinkerton **no later than 4pm Friday 17th February 2017 either by email to**

kirsty.pinkerton@armaghbanbridgecraigavon.gov.uk

Or by post to Armagh City Banbridge & Craigavon Borough Council, Craigavon Civic & Conference Centre, Environmental Services Dept, Lakeview Road, Craigavon, BT64 1AL.