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SURFACE

TAKING
COOPERATION
FORWARD



Webinar “Re-Use Activation Tools and Networking on European Level”

4th June 2020

Re-Use Activation Tools



Tools for an effective cooperation in setting up and running a Smart Reuse Park



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SMART RE-USE PARK

Smart Re-Use Park is a place where **private and social economy** entities carry out **activities** related to **waste prevention**.



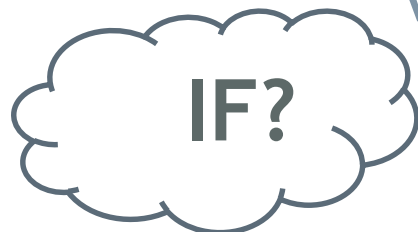
Services provided by Smart Re-Use Park: collection and sale of used items, repair cafes, upcycling workshops, professional repair services as well as educational workshops.

ACTIVATION TOOLBOX

consist of

TOOLS AND INSTRUMENTS

which help to determine



to implement Smart ReUse Parks



Decision Matrix

Multi-Stakeholder Forum (MSF)

Collaboration agreement

Cooperation Matrix

Training curricula

Quality scheme

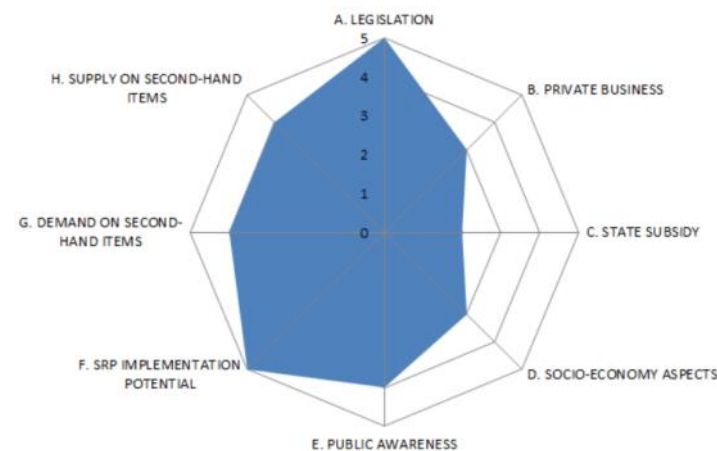
Policy and operational requirements

Calculation model



DECISION SUPPORT TOOL

- ⇒ Aim is to assess the initial situation in the SRP region (Functional Urban Area)
- ⇒ Identification of advantageous and hindering factors
- ⇒ The following factors are evaluated (1-5 grades with predefined answering options):
 - Legislation
 - Private Business
 - State Subsidy
 - Socio-Economy Aspects
 - Public Awareness
 - Smart Re-use Park Implementation Potential
 - Demand on Second-hand Items
 - Supply on Second-hand Items



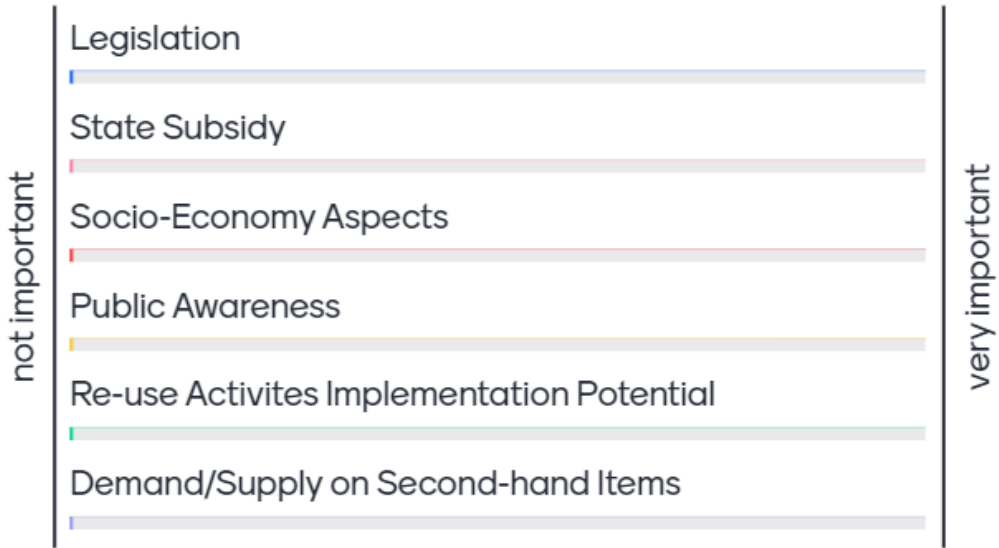
FRAMEWORK CONDITIONS

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How do you rate the importance of the following re-use framework conditions?



Main consequences:

- ⇒ The most relevant differences were Legislation and Socio-economy Aspects:
 - The legislative background is the most supportive in Germany
 - The most supportive system for re-use and social aspect integration is in Austria and Slovenia
- ⇒ The **widest consensus** was on Public awareness and supply of second-hand items, people are dominantly positive with re-use initiatives (though rather with passive attitude)
- ⇒ **Private business is present** in all partners' region (with more or less relevance)
- ⇒ State funding on direct re-use related system development and action is generally low in every partner regions
- ⇒ The **best givens for SRP development** in all can be found in German, Austrian and Slovenian region



MULTI-STAKEHOLDER FORUM (MSF)

- ⇒ Aim: a platform for exchanging knowledge and experiences (more details in „How to boost Re-Use with effective networking tools” session today)
- ⇒ Form: discussion group
- ⇒ Target group: project partners and their stakeholders, and other interested actors
- ⇒ Regularity: every 2 month

SURFACE VISUAL TUTOR

- online visualisation tool (in Prezi)
- Multi-Stakeholder Forum Activities, Concepts and Pilots



COOPERATION MATRIX

- ⇒ Aim is mapping up the potential and feasible cooperation mechanisms among stakeholders leading to the establishment of SRPs
- ⇒ Subcategorised list of contributions and/or synergies (both infrastructure and service)
- ⇒ Definition of partner roles



Organisation	1. Communication and educational
	2. Donations
	3. Management
	4. Marketing / PR
Human resources	5. Staff recruitment
	6. Courses
	7. Training
Facilities	8. Buildings / Rooms
	9. Equipment / Logistics
	10. Storage (secondary)
operation	11. On-site Collection
	12. House Clearance
	13. Handling Waste
	14. Sorting
	15. Pick-up
	16. Delivery to SRP
	17. Repair (ReUse)
	18. Sales Revenues

OP MATRIX	P1	P2	P3	P4	P5	PP1	PP2	PP3	PP4	PP5	PNP1	PNP2	PNP3	S1	S2	S3	S4
lic																	
P1																	
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PNP1																	
PNP2																	
PNP3																	
S1																	
S2																	
S3																	
S4																	

COLLABORATION AGREEMENT (CA)

- ⇒ Aim is to formalise a collaboration between re-use actors
- ⇒ The developed document template can be used between cooperating partners in a SRP.
- ⇒ Includes all the essential elements (preconditions) that should be defined in such cooperation
- ⇒ Tool is fully flexible, offers high level of customisation

- Object of the collaboration
- Scope of Performance
- Commencement, Duration, Termination
- Cost and funding
- Rights and Duties of the Collaboration Partners
- Change in Collaboration Partners
- Liability and Warranty
- Non-Compete Clause
- Exclusion of a Collaboration Partner
- Conflicts



POLICY AND OPERATIONAL REQUIREMENTS

Joint developed Toolbox presenting case histories of different policy settings and operational solutions for Smart Re-Use Parks like implemented solutions (indoor, outdoor, concentrated or distributed parks, combined solutions, etc.) with a SWOT analysis for each case

Name of the case	Collect action day / re-use day															
Short description (500 characters)	<p>“Tag der Abfallvermeidung” is a Municipalities and the ATM. The weathers.</p> <p>Under the slogan “reuse instead collected by employees of VEREI are out of use but still in good cooperation of social businesses Tyrol State in the Framework of goal to set up the “RE-USE NETM</p>															
	<table border="1"> <tr> <td>Name of the case</td> <td>Collection action day / re-use day</td> </tr> <tr> <td>Main interesting operational characteristics</td> <td>It’s an Event taking place at the Recycling Facility and is for old and young people, for fa collection point / day fo bringing the topic of sep. It’s a initiative that was the 20th anniversary of t</td> </tr> <tr> <td>Involved Cooperation Partners</td> <td>The collection day is an l network from the local c Triol.</td> </tr> <tr> <td>Which contributions supporting this Activity</td> <td>Free entrence, collectio</td> </tr> <tr> <td>STRENGHTS</td> <td>- low threshold</td> </tr> <tr> <td>WEAKNESSES</td> <td>- just one day / no</td> </tr> <tr> <td>OPPORTUNITIES</td> <td>- bringing the topic kids</td> </tr> <tr> <td>THREATS</td> <td>- frequently neede</td> </tr> </table>	Name of the case	Collection action day / re-use day	Main interesting operational characteristics	It’s an Event taking place at the Recycling Facility and is for old and young people, for fa collection point / day fo bringing the topic of sep. It’s a initiative that was the 20th anniversary of t	Involved Cooperation Partners	The collection day is an l network from the local c Triol.	Which contributions supporting this Activity	Free entrence, collectio	STRENGHTS	- low threshold	WEAKNESSES	- just one day / no	OPPORTUNITIES	- bringing the topic kids	THREATS
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THREATS	- frequently neede															
Involved policy makers	Municipality, ATM, State Tyrol, Re-Use Network Tirol, Verein Wa															
Which policy/ies are supporting this RP	Directive 2008/98/EC of the Eur Council of 19 November 2008 on Directives															
How have policy makers been involved?	Discussion and examination of liability for the waste managem relevant legal situation.															
Which contributions supported this activity?	Network / Connection of Stakeh the social economic associations															
STRENGHTS	- Open and free for everybody to join															
WEAKNESSES	- Not everybody is committed to do participate															
OPPORTUNITIES	- citizen participation															
THREATS	- not obligatory for everyone															

What possible activities should take place in the SRP of your FUA?	Existing	Not existing but planned in the short/medium term	Not existing eventually set-up in long term or not planned
Category C: Education / Training e.g. Workshops, waste advice, school lessons, . . .			
Center (HUB) for training and workshops	4	3	2
Waste consulting for ReUse and Waste prevention	4	3	1
FabLab (for open repair & upcycle workshops)	5	1	2
Repair Cafés (for instructions and training for self-repair)	3	3	2
School programme (elementary schools)	1	1	
Courses for repair (primary school)	1		
Reuse Tours (proposals of tourism dedicated to visiting areas dedicated to re-use)		1	1
Venue available for related events	1		

CALCULATION MODEL

Calculation model and manual presenting different economic and financial scenarios for Re-Use Parks.

RE-USE Manager		Provisional Budget		
CE970 SURFACE D.T2.2.3 SRP calculation Austria ATM LP				
Income		Year 1	Year 2	Year 3
Operating income from services				
Service category 1 - from transport and deliveries				
Service Category 2 - Education, Training, Workshops		10.000	20.000,00 €	30.000,00 €
Category 3				
Category 4				
operators package				
Total operating result from services		10.000 €	20.000,00 €	30.000,00 €
Operating income from sale of goods				
Goods category 1 Shop				
Goods category 2 Momox				
Goods category 3 Repair				
Goods category 4				
Other				
Total revenue from the sale of goods		0,00 €	0,00 €	0,00 €
costs				
Beginning Inventory		0,00 €		
Goods Purchased or Manufactured		0,00 €		
Shipping Charges		0,00 €		
Labor (wages and payroll)				
Other				
Less Ending Inventory				
Kosten der verkauften Waren		0,00 €	0,00 €	0,00 €
Gross Profit		10.000,00 €	20.000,00 €	30.000,00 €
Non-Operating Income				
Interest Income				
Rental Income				
Gifts Received				
Donations				
Other				
Total Non-Operating Income		0,00 €	0,00 €	0,00 €
Total INCOME		10.000,00 €	20.000,00 €	30.000,00 €

EXPENSES	Year 1	Year 2	Year 3
Operating Expenses			
Accounting and Legal	12.000,00 €	15.000,00 €	15.000,00 €
Advertising	5.000,00 €	5.000,00 €	5.000,00 €
Depreciation			
Dues and Subscriptions			
Insurance	5.000,00 €	5.000,00 €	5.000,00 €
Interest Expense			
Maintenance and Repairs			
Office Supplies			
Payroll Expenses	30.000,00 €	40.000,00 €	50.000,00 €
Postage			
Rent	3.000,00 €	5.000,00 €	7.000,00 €
Research and Development	5.000,00 €		
Salaries and Wages			
Taxes and Licenses			
Telephone	1.200,00	1.200,00 €	1.200,00 €
Travel	1.000,00 €	1.000,00 €	1.000,00 €
Utilities			
Web Hosting and Domains	500,00 €	500,00 €	500,00 €
Total Operating Expenses	62.700,00 €	72.700,00 €	84.700,00 €
Non-Recurring Expenses			
Furniture, Equipment and Software			
Gifts Given			
other Cars, Office IT			
Summe nicht wiederkehrender Aufwendungen	0,00 €	0,00 €	0,00 €
Total EXPENSES	62.700,00 €	72.700,00 €	84.700,00 €
Net Income Before Taxes	-52.700,00 €	-52.700,00 €	-54.700,00 €
Income Tax Expense			
NET INCOME	-52.700,00 €	-52.700,00 €	-54.700,00 €



Training Curricula describing skills to be achieved to become public or private Managers of re-use parks

We defined 6 different modules:

1. General overview on waste prevention and re-use
2. Collection, sorting and logistics
3. Preparation for re-use
4. Strategies for re-use shops
5. Communication plan for SRPs
6. Innovation management for re-use providers



TRAINING CURRICULA

We performed trainings in person and in form of online webinars:



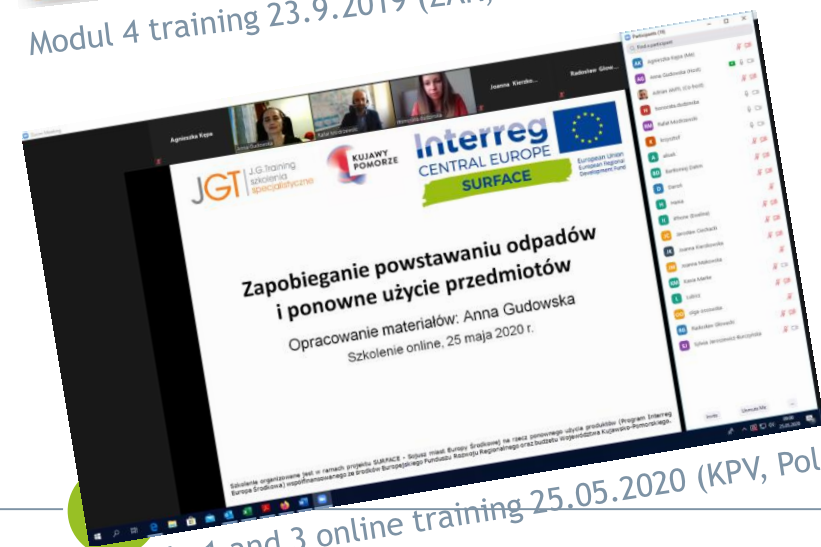
Modul 4 training 23.9.2019 (ZAK, Germany)



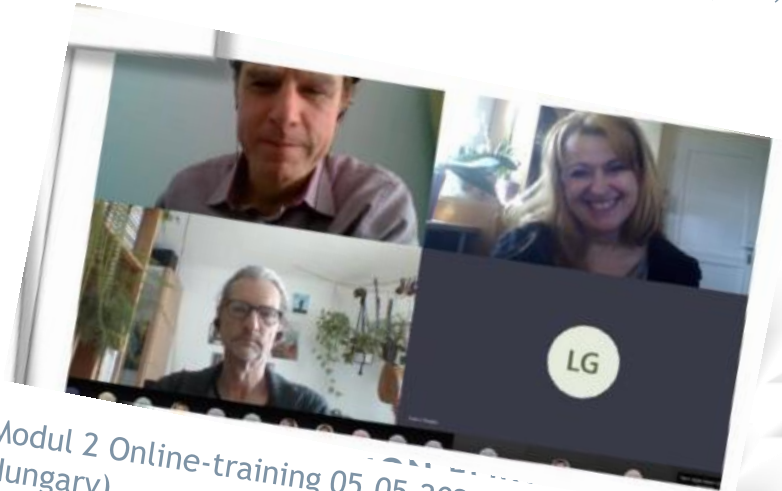
Modul 1 training 23.9.2019 (ZAK, Germany)



Modul 5 training 03.04.2020 (ATM, Austria)



Module 1 and 3 online training 25.05.2020 (KPV, Poland)



Modul 2 Online-training 05.05.2020 (BZN, Hungary)

QUALITY SCHEME

The manual describes how to meet quality criteria when designing and running Re-Use Parks.



1. Criteria on management and organisational structures

Nr.	Quality Criterion
1.1	Internally, an organisation/legal entity person is defined as a contact person
1.2	The SRP has a clearly defined manager in an organizational chart.
1.3	Management has drawn up a business plan per year.
1.4	A communication plan has been developed
1.5	Compliance with the quality criteria is ensured
1.6	For the SRP a clear corporate identity on advertising material, website, social media
1.7	Management has developed criteria for SRP providers and activities (including an ongoing basis and adapted to changes)
1.8	A stakeholder group has been set up to be described with regard to the participation
1.9	The rules for cooperation between management and providers are in writing.

2. Criteria on SRP service providers (actors)

Nr.	Quality Criterion
2.1	There are at least 3 different service providers (ideally also from different sectors) working together within the SRP.
2.2	There is a formal procedure involving the stakeholder group to accept new service providers.
2.3	Service providers must comply with all legal requirements relating to the services they offer.

3. Criteria on services (activities) provided

Nr.	Quality Criterion
3.1	The SRP offers at least 5 different services.
3.2	All services are in line with environmental, social and economic sustainability and boost circular economy. Therefore the Smart Re-Use Park positively affects the SDG goals no. 11 (sustainable cities and communities), no. 12 (responsible consumption and production) and no. 13 (climate action), but also others might be touched.
3.3	All the services offered by the SRP are available to all citizens without restriction as to age, social, political or ethnic group, etc.

CONCLUSIONS

The project aims to establish harmonised and evidence-based decision making in the field of waste prevention and re-use where:

- Re-use and waste prevention options become integrated options of environmental management strategies & action plans,
- urban decision makers can share decisions,
- multi-stakeholder cooperation schemes and Smart Re-Use Park action plans can be shared and used,
- tested & validated pilots can be studied,
- an increased set of immediately usable instruments can be adopted through twinning training schemes



THANK YOU FOR YOUR ATTENTION!

