

# Circular Economy Working Group



## Terms of Reference

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## 1. General Context

### 1.1 European context and ACR+ vision

The traditional model of a linear economy (resource extraction - product making - waste disposal) is no longer viable in a world of finite material resources. It must be replaced with a circular economy model aiming at closing the loop of resources and reducing the environmental impact of the product life cycle at all stages of the process (production, distribution, consumption) as presented in the Circular Economy Working Group (CE WG) background document.

In this context, during its General Assembly held in Rome last May, ACR+ adopted its renewed vision based on several basic principles:

- the multi-R hierarchy as a priority
- a territorial hierarchy in order to boost local economies when possible
- the welcoming of innovative business models
- the involvement of multiple actors throughout the product life cycle

*(cfr CE WG background document)*

Correspondingly, ACR+ decided to create a working group (WG) in order to better help its members to develop circular economy strategies/planning at local and regional level.



## 2. Objectives, expected results and suggested activities

### 2.1 General objectives

#### 2.1.1 Principal objective

Support to local and regional authorities (LRA) in their approach to strategy/ planning of a territorial circular economy.

#### 2.1.2 Specific objectives

1. SO1 - Elaborate general and sectorial guidelines, including performance indicators, as a framework for improved planning and practical implementation
2. SO2 - Facilitating the knowledge and exchange of best practices and their replicability
3. SO3 - Promoting and facilitating new initiatives and new business models

#### 2.1.3 Possible sectorial themes

1. Sustainable food
2. Sustainable construction
3. Legal and economic instruments
4. Eco-design
5. Service oriented activities
6. Industrial symbiosis
7. Support to SME /enterprises

## 2.2 Expected results

- R1 – A general guidelines publication on Circular Economy (CE), not exceeding 50 pages, will be published by April 2015 (SO1)
- R2 – Two sectorial guidelines publications, including multiple case studies will be published before the end of 2015 (SO1)
- R3 – A dedicated page on ACR+ website will be created and a CE newsletter published 4x/ y. A virtual library including key word principles and summary will be made accessible as from the first of January 2015 (SO2)
- R4 – 2 webinars per year and a seminar organised in 2015 and 2016 (SO3)
- R5 - A database of good practices, replacing the current waste prevention database, will be set up and 5 to 10 cases will be included each year (SO3)
- R6 – A project proposal will be introduced in the framework of upcoming European Union calls

## 2.3 Assumptions and pre-conditions

- ACR+ members are willing to contribute actively in the WG activities
- ACR+ Secretariat assumes the general management of the working group
- ACR+ members are willing to take part and full responsibility in sectorial working groups under the guidance and support of ACR+ Secretariat
- Funding is secured as requested hereunder (financial aspects)

## 2.4 Working methodology

### 2.4.1 General working group coordination

One full-time equivalent staff member at the ACR+ Secretariat, under the direct supervision of the ACR+ Secretary General, in charge of achieving the above mentioned objectives and expected results.

### 2.4.2 Sectorial working groups

- Sectorial WG, administratively coordinated and managed by ACR+, led by one member (e.g.: ecodesign WG: Flanders or Catalan Region; sustainable building + construction and demolition waste: Brussels; etc.)
- Approaches by region/ by city
- Success case studies and failure case studies analysis at both cities and regions levels
- Review and analysis of the gathered information as a prerequisite before its release
- Deployment of common practices in the member cities/regions
- Ability to find and disseminate the fundamental and common standards among member cities/regions

### 2.4.3 Multi-stakeholders advisory committee

Settlement of a Multistakeholders platform (individual experts representing NGO's, private sector, academics, etc.) in charge of providing advises and comments on specific demands, recruited by ACR+ Secretariat, together with sectorial WG leaders if needed.

## 2.5 Synergies with other networks/actors

A coordination between the Working Group and the different existing networks dealing with part of all thematics (for example networks like Eurocities, Energycities, ICLEI) should be ensured by ACR+ Secretariat.



## 3. Financial aspects

### 3.1 Basic principles of finance

#### 3.1.1 Needs

Since the beginning, it is realistic to have a full time position completely dedicated to the WG which means an amount of 50.000 €. In addition to this, it is reasonable to consider an amount of 50.000 € for general expenses and external assistance in some specific topics which means a minimum of 100.000 € / year.

In case financial resources are not sufficient, the working programme and objectives will be reviewed. They can also be reviewed, to be more ambitious, if the financial resources are higher than planned.

	2014 (July-December)	2015	2016	2017
Personal cost	25.000 €	50.000 €	50.000 €	50.000 €
General expenses	10.000 €	20.000 €	20.000 €	20.000 €
External assistance	30.000 €	30.000 €	30.000 €	30.000 €

#### 3.1.2. Membership

Since its creation ACR+ has always welcomed as members other players, such as NGOs, academic institutions or private organisations. This multi-stakeholder approach will stay at the heart of the Working Group which will continue this tradition of including not only local and regional public authorities (LRAs) but also other organisations.

To become a member of the WG, one has to first join ACR+, which will automatically ensure the membership of the WG.

Only ACR+ members who have paid their yearly membership fees are automatically entitled to be members of the WG.

#### 3.1.3 Sponsoring

Members of the WG can be more involved in the WG and become sponsors, by participating to the financial functioning of the WG. Regional financial sponsors already confirmed:

- ✓ Catalunya
- ✓ Guipuscoa
- ✓ Brussels
- ✓ Île de France