**PREPARE Core Group Meeting**

**15th October 2019, Barcelona, in synergy with ERSCP 2019**

**MINUTES of the meeting**

**Participants:** Sibylle Braunegg, Barbara Hammerl, David Camocho, Cristina Rocha, Maria Kalleitner-Huber, Eugenia Atin, Oihana Hernandez, Marcel Crul, Aida Szilagyi, Peter Glavic,Kim Christiansen, Stephan Schmidt (TU Viena).

The Meeting started at 9:00 am and was led by the Secretariat. The main topics discussed:

1. National Highlights

2. PREPARE Work Plan, status 2019, annual report

3. Communication, website, other issues

4. Upcoming calls and potential projects

5. Preparations for Prepare Dialogue Session at ERSCP 2019

6. Prepare Networking

1. National Highlights

**Austria, Maria** – The Austrian Institute for Ecology is part of two project where more Prepare participants are involved, the Circular Design and Katche-e projects. They are interested to cooperate in proposals addressing they area of interest, in particular if the proposals are building on previous projects.

**Denmark, Kim** – spoke about the New European Green Deal, and plans of Denmark to reduce GHG emissions by 70% based on a new climate action plan. Other initiatives in Denmark are the Action Plan for Circular Economy and Voluntary Sustainability Pass for buildings. The issue related to the use of LCA in public was discussed and mentions to the SDGs calculator aligning actions on 10 areas have been made. Kim founded Kim Consulting four years ago and is involved in different consultancy contracts with EEB European Commission, however, the company is too small to be involved in EU founded projects.

**Portugal, Cristina** – talked about the political situation in Portugal and mentioned the SDGs green evolution for the period 2010 – 2018. Cristina announced the 7th International Conference on CSR, Sustainability, Ethics and Governance in 2020 and the 3rd Rilem Spring Convention on the resilient build environment. The common project with different Prepare partners have been mentioned, such as Katche-e, EduZWaCE, Circular Start and de-Construction proposal, based on EEA Grants.

**Romania, Aida** – the new projects of CNPCD have been mentioned, such as the INSIGHT , a new Erasmus Plus project on education in industrial symbiosis, and Make Europe Sustainable for All for promoting the SDGs.

**Spain - Oihana & Eugenia**, presented the Energy Conservation project and the digital game for mobile devices, a very nice educative app for kids.

**Austria - Stephan Schmidt**, TU Vienna, is interested to be part of the Prepare Network. Stephan mentioned the Smart Horizon 2020 project on how to reuse components of smart phones and the initiatives in Austrian supermarkets on dispenser system for products to avoid waste.

**Austria – Barbara**, talked about the new green political party. StadtLabor is very active in the field of smart cities, on helping cities to integrate innovative solutions and in the establishing the first Reuse /Repair Centre in the city of Gratz.

**Netherlands – Marcel**, talked about the environmental crisis caused by the juridical system and about the nitrogen crisis. The country did not meet the GHG reduction target of 37% until 2020. A new study has been released on micro and nano plastics and its effects on the environment and health. According to this study, 20 kg of dust exist in every house, from which 6 kg is abrasive plastic. New efforts are made to adopt circular design in packaging industry, with the main goal of plastic packaging reduction and note so much focus on recycling.

1. **Prepare Work Plan 2018 – 2019**

Aida provided the status of the Work Plan, some actions are not fulfilled and the discussion was if it make sense to maintain them in the plan or focus on what we can really can do, meaning meetings, projects and if possible participate and make the network visible in relevant events. The contribution of Prepare to meeting the SDGs was discussed, concluding that this is a subject for wilder project, with possibilities to be financed. Marcel proposed to discuss with UNEP about possibilities for the Prepare group to get involved in the improvement of the SDGs reporting system, and preventative, innovative side of the SDG 12 in the framework of ‘The Future is Now” initiative.

1. **PREPARE communication and website**

Aida presented the new website asking feedback from participants. The website is not finalised, all member accounts will be created, the members’ contact list will be included in the website and new features will be added, such as linking the news with emails, Facebook and Linkedin and possibilities to register online for the meetings. Inactive members should be addressed and asked if they still want to receive emails form Prepare Secretariat. The contact The Newsletter will be released based on the information collected during the meeting about the initiatives in the countries and new projects. should be quarterly –for this purpose the Secretariat should ask selected partners to send news every four months. The newsletter should be released on LinkedIn and FB,

1. **Project proposals in 2019 – 2020**

Aida reported on projects proposals submitted on Erasmus, including four Prepare members and a new aspiring members which is the NCPC Serbia. None have been successful.

It has been generally agreed that Erasmus Plus Programme is most convenient for Prepare partnerships. The future **project proposals are:**

- Education on Smart cities - including national organisation in the project – Responsible for drafting the proposal is Barbara

- SDGs for SMEs including gamification approach – responsible for drafting the proposal Cristina

- Greening CSR, the old proposal had the score of 65, it will be improved by Aida Szilagyi

- Virtual Factory and EN Factory, the proposal will be improve by Rebecca and more participants from Prepare will be included

1. **ERSCP Round Table 2019 in Barcelona –Prepare Dialogue Session on urban circular economy**

Prepare is organizing a workshop at ERSCP Barcelona 2019 on Smart Cities at the request of the Austrian Ministry. The agenda of the dialogue session was discussed; the session will be organised in three rounds: brief presentation of participants and their experience with circular cities, (2) challenges and solutions on the identified problems.

1. **Prepare Networking**

Rebecca and Peter participated in the ERSCP Networking Meeting with other networks. Minutes are expected from Jaco on what has been discussed.

The PREPARE Secretariat