

**CircularPP -**

**Extract of application**

# Facts

Implementation start: **1 September 2017**  
Implementation end: **30 September 2020**

Total budget: **2,348,032 euro**AAL budget: **671,990 euro**

**10 partners – 7 countries:**

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| --- | --- | --- |
| **Partner** | **Country** | **Main roles** |
| City of Aalborg (AAL) | Denmark | Lead Partner, WP1 lead, WP5 co-lead, WP4 |
| Aalborg University (AAU) | Denmark | WP2 lead, WP3 |
| Finnish Environment Institute (SYKE) | Finland | WP2 co-lead |
| Rijkswaterstaat – Ministry of Infrastructure and the Environment (RWS) | The Netherlands | WP3 lead, WP5 |
| City of Malmo (MAL) | Sweden | WP4 lead, WP5 |
| Rzeszow Regional Development Agency (RRDA) | Poland | WP5 lead |
| Saint Petersburg campus of National Research University Higher School of Economics (HSE) | Russia | WP3, WP5 |
| Latvian Environmental Investment Fund (LEIF) | Latvia | WP3, WP4, WP5 |
| Latvian Chamber of Commerce and Industry (LCCI) | Latvia | WP4 |
| North Denmark EU-Office (EENA) | Denmark | WP3 |

In general all partners must support each other and all activities in the best way possible. The project also has 21 associated organizations.

*Tasks, activities, outputs etc. in this document are not exhaustive. The full application is available upon request.*

# Short summary of the project

Throughout its evolution, our industrial economy has never moved beyond one fundamental characteristic: a linear model of resource consumption that follows a ‘take-make-dispose’ pattern.

Companies extract materials, apply energy and labour to manufacture a product and sell it to a consumer—who then discard it when it no longer serves its purpose. A circular economy approach is an alternative to this model, which aims to keep products and materials in the value chain for a longer period and to recover raw materials after the lifetime of the products for their next use. The principle of circular economy includes increased maintenance, repair, reuse, refurbishment and recycling.

The main focus of the project is to use public procurement in the Baltic Sea Region as a catalyst to enhance the market uptake of innovative circular products and services by building capacity among all stakeholders of the value chain (namely procurers, suppliers and policy makers) and introducing the principles of circular economy thinking in the call for tenders in a close feedback dialog with SMEs.

For the achievement of the goal, the project will follow a four steps approach:

1. Research of state of the art in Circular Procurement and identification of improvement potentials, at local, national and transnational level
2. Building necessary capacity on circular procurement for all relevant stakeholders of the procurement value chain, namely public procurers, SMEs, policy and decision makers
3. Delivering pilot circular procurements aligned with the defined priority areas to enable learning by doing and ensure the projects develops practical capacity building material (e.g. training, guidance, future recommendations, etc.)
4. Disseminating widely the project outcomes among public procurers and SMEs across Europe, using strategic partners and relevant channels.

One of the key observations from the growing European work on circular economy is the gap in realizing the opportunities identified at transnational and national level in practice within public organizations. Circular PP will contribute to this goal and will improve the current knowledge on what is needed to encourage a higher uptake of circular procurement and what are the main transnational barriers that procurers and suppliers across Europe face when looking to purchase or deliver circular products and services.

The main outputs of Circular PP include a set of recommendations to develop further circular procurement policy and to improve the current institutional organization of procurement entities; training material for public authorities alongside procurement seminars in all seven participating countries, activities to raise awareness among SMEs concerning the design and delivery of circular products and services and the delivery of five pilot procurements, as well as a number of specified dissemination activities to exploit the outcomes.

The main capacity building activities will take place at national level, but there will be special activities to exploit the results across all Europe.

# Activities

### **WP1: Project Management**

WP-lead: City of Aalborg (AAL)

AAL is responsible for managing the overall project. This includes, among other things, ensuring progress, to plan, facilitate and follow up on partner meetings in cooperation with host partner, produce partnership agreement, prepare and facilitate economy seminars for project partners, produce a project handbook, plan and facilitate Steering Committee meetings as well as keeping the Steering Committee regularly informed of progress and results. As Lead Partner AAL must also ensure coordination with and between WP leaders and partners, cross-border activities, knowledge sharing within the partnership, close coordination with BSR Secretariat and make sure project partners are familiar with BSR rules and procedures.

### **WP2: Research of State of the Art in Circular Procurement and identification of improvement potentials**

WP-lead: Aalborg University (AAU)  
Co-lead: Finnish Environment Institute (SYKE)

The aim is to conduct a research on state of the art of Circular Procurement among the countries of BSR, which will serve as the main basis for the development of the capacity building activities that will take place during the project.

The purpose is to understand the base from which BSR is starting regarding circular procurement. This means understanding the institutional, structural and cultural set-up of public procurement practices to support organizational change needed for circular procurement, identify and understand main priorities to be addressed in capacity building activities and to provide overview of current best practices.

The aim is to produce a set of recommendations and to develop a template for following up on the organizational set-up and barriers.

**WP2 Output:**

* Report on main gaps and recommendations to improve current circular procurement policy (SYKE)
* Report on alternative business models available for circular procurement (AAU)
* Recommendations on organizational and institutional barriers and opportunities for circular procurement (AAU)

### **WP3: Capacity Building Activities**

WP-lead: Rijkswaterstaat (RWS)

The aim is to arrange a State of the art workshop for partners to ensure a common understanding for all project partners as well as arranging a mentoring program for “tender-cities”. There will also be focus on building capacity among SME’s during design and production phase of new services and products and by providing information on necessary requirements and opportunities.

On top of that, the WP contains an awareness workshop to include all relevant stakeholders to the specific procurement – one in each of the three tender cities (Aalborg, Malmo and Riga) and the procurement team will receive a circular procurement training to prepare them for the procurement procedures.

AAU and HSE will conduct a total of six lectures for university students to build capacities among future public procurers, clients and decision makers. LEIF will deliver two guest lectures at the Riga Technical University.

Other activities are; meet the buyer events including identification of business associations and/or clusters as well as sessions on CE product design at five international trade fairs

**WP3 Output:**

* Reports from workshop and Circular procurement action plans (RWS)
* Circular procurement plans and process reports (RWS)
* Training material for circular economy in public procurement (RWS)
* Training of future procurers and development of curriculum for circular public procurement in master degrees (HSE, AAU and LEIF)
* Guidance and methodology for coordinating market building activities for CE (EENA)

### **WP4: Delivery of pilot circular procurement**

WP-lead: City of Malmo

The aim is five pilot procurement procedures. One by MAL, two by AAL and two-five from Latvian municipalities supported by LEIF. The tenders will be coordinated and managed by the cities with the support of mentors, according to the following stages:

* Pre-procurement stage; procurement planning which includes a definition of the needs, defining the needs, early market engagement activities, publication of Preliminary Information Notice (PIN) with indication of preliminary market consultations where it is applicable and preparation of procurement documents
* Procurement stage; delivering the different procurement procedures, awarding the contracts and consulting the market if necessary

**WP4 Outputs:**

* Pilot procurement procedures (MAL, AAL and Latvian municipalities supported by LEIF)
* Lessons learned report from pilot procurements (MAL)

**WP5 Communication and dissemination strategy**  
WP-lead: Rzeszow Regional Development Agency

The aim is to develop and implement a number of communication and dissemination actions such as:

* Creation of promotional videos to be used in circular procurement related events and during trainings
* Publication of peer reviewed articles with the main conclusions of the research activities
* Publication of opinion articles about the pilots
* Promotion of national trainings and capacity building activities etc.

RRDA will develop the overall communication and dissemination strategy supported by all project partners as well as a template for a local national communication strategy in each country to help tailor the overall communication strategy to a local context.

Specific tasks:

* Project website (AAL)
* Biannual newsletters (RRDA)
* Three videos about the call for tenders (RRDA, MAL, LEIF, AAL)
* Animated video explaining main principles of circular procurement (RRDA, RWS)
* Three-five infographics as images with facts to support communication and introduce principles of circular economy thinking (RRDA)
* AAL, MAL and LEIF to publish at least two opinion articles
* AAU and HSE will each provide an article on the results of the WP2 activities for peer review journals
* LEIF is to publish a scientific paper

**WP5 Outputs:**

* Communication and dissemination strategy (RDDA) – delivered in P1 and revised in P3 and P5
* Report on results presentation at events (RRDA)
* Summary report on CircularPP (RWS)