



**European
Partners for the
Environment**

European Re-Building Forum

Draft Terms of Reference and Work Programme 2010
April 2010, Brussels

*To be reviewed and amended as necessary after each Steering
Committee meeting*

Main Sponsors and Promoters:



Sponsors and Partners:



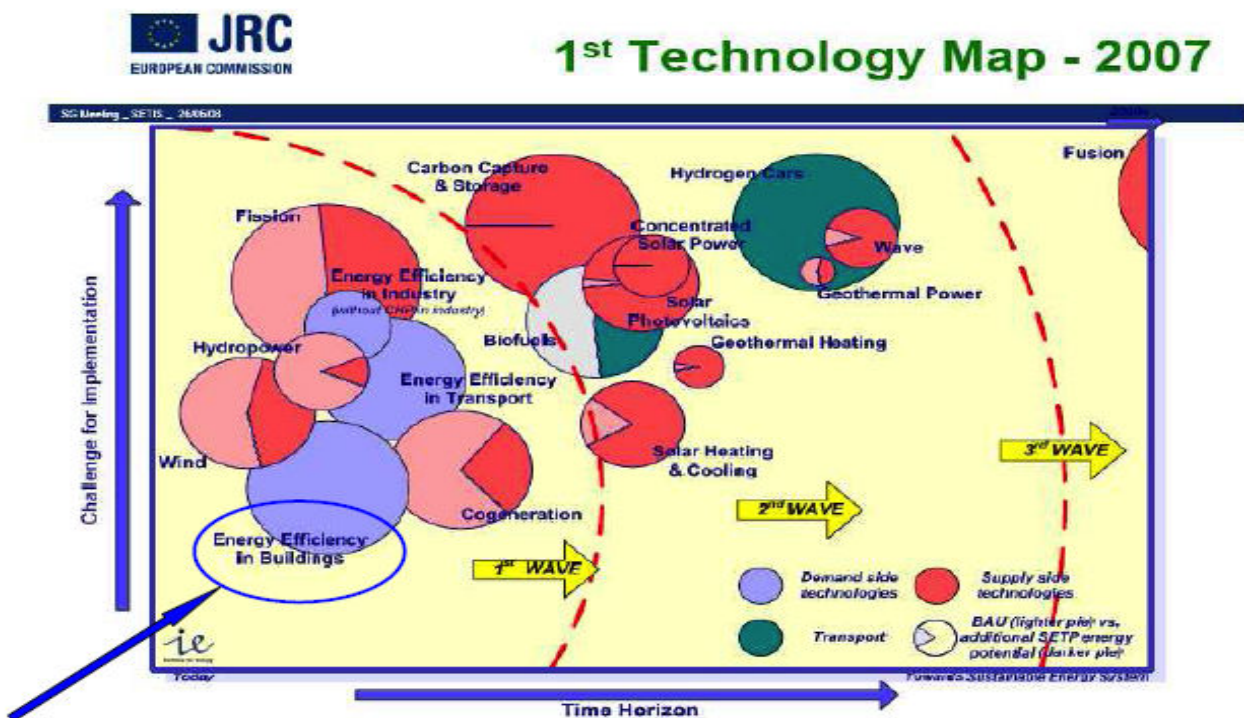
Media and Other Partners:



CONTEXT AND VISION

The European Re-Building Forum is proposed as the physical platform for meaningful, action-oriented discussion, implementation of best practices and innovative solutions across the whole value chain of the buildings and heating/cooling sectors, to accelerate the transformation of Europe's existing building stock. The Forum will also promote concrete actions in stakeholders partnership along the value chain and in improving the environmental performance of European buildings in a life-cycle perspective.

This joint initiative will be focused on retrofitting the existing European building stock, the largest sectoral user of Europe's energy resources and help member States coherently implement relevant EU buildings legislation at national level. Indeed, as indicated in the map below published in the SET-Plan Communication of the European Commission, that combines the challenge for implementation with the time horizon, evidence speaks for itself that energy efficiency in buildings is the better located possibility of action when combining the two factors.



Technology Map published by EC Joint Research Centre

The Forum's active participants will promote real action on the ground from helping structure new policies, practical implementation of best practices, monitoring and evaluating programmes and capacity building for expertise in buildings. This will be done via encouraging the realisation of the cost-effective savings potential and deployment of renewable energy technologies, and hybrid renewable-conventional systems, for heating and cooling.

The Forum will nurture an atmosphere of mutual trust to enable a frank dialogue ²

that has practical relevance for all participants and to create a framework for individual networking with a clear vision to engage in long-term collaborative relations and the desire to innovate. The key feature of the Forum is its holistic approach in involving the whole buildings value chain in a common, results-oriented process.

MAIN OBJECTIVES

The European Re-Building Forum will be a physical platform to encourage an exchange of views among stakeholders on retrofitting existing buildings to accelerate the implementation of the 38% cost-effective savings potential in buildings by 2020 and the deployment of renewable energy technologies for heating and cooling.

The main aim of the Forum is to demonstrate the importance of an integrated approach, and to upgrade the capacity of public authorities and building professionals along the notoriously fragmented value chain of the building sector.

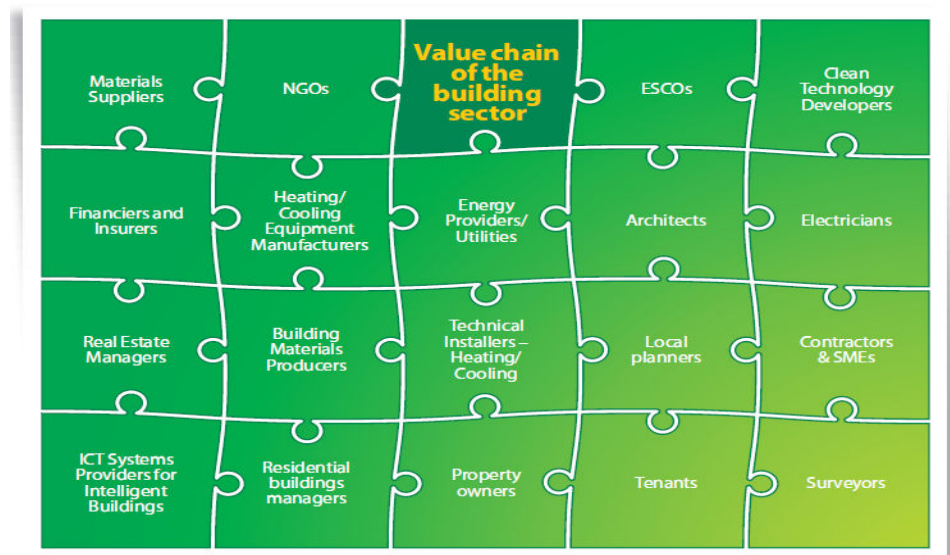


Figure 1: The value chain of the building sector

According to a E2B report, the building market is indeed characterised by its diversity, complexity and high fragmentation of the value chain with very different views concerning buildings refurbishment:

- **Local Authorities** influence the value chain through policies but high levels of energy performance are often compromised by cost considerations;
- **Capital Providers** are more focused on the short term and reduction of energy consumption is not part of their concerns;
- **Developers** (Designers, Engineers, Contractors, Materials and Equipment Suppliers) as primary actors of the construction are focussed in the short term, and will care about energy efficiency only when implemented in the programme or when it is a key factor in the buying decision;
- **Investors** who rent buildings have recently started to consider energy-saving measures as a long term valuable investment;
- **End Users** are often the most sensitive to energy savings but very often are not in the position to commit the necessary investment.

The integration of expertise promoted by the Forum will support the development of a value chain capable of providing high quality goods and services, e.g. technologies and skills, to reduce the energy and resource demand from the EU's existing housing stock. This will also enable frontrunners to mainstream successful "bottom up" initiatives and good practices, to assist creating a scale effect in upgrading the existing EU building stock to "cost optimal" best-practice energy performance standards.

The key message is that brokering collaboration across differing geographic locations, administrative cultures and business practices in ways that generate value, is crucial for service and product innovation related to the building sector. The Forum intends to help economic actors and markets to accelerate change, identify opportunities, barriers and key challenges ahead to facilitate the implementation with – as far as is possible – one single voice at the regional and national levels of Member States with regard to buildings (i.e. EPBD Recast, Energy Services Directive, EuP Directives and in the development of National Energy Efficiency Action Plans).

The Forum further aims to be the place for joint assessment and value chain thinking between public authorities, the construction sector, the heating and cooling industries, ESCOs, architects, surveyors, the financial industry, standards-setters, performance raters, purchasers and investors. The ultimate aim is to establish the European buildings value chain as a major contributor towards sustainable buildings in Europe. The Forum activities will not only strengthen the long-term competitiveness of the European building sector, but also support several EU policy objectives, including Member States' commitments in implementing the EU's 2020 energy targets.

GOVERNANCE AND PRACTICAL FUNCTIONING

The Forum will act as a joint initiative of interested organizations. The European Environmental Agency (EEA) and the European Commission (EC) will be requested to act as support organisations from the European institutions. Likewise, the International Labor union (ILO) from the UN system. A series of meetings to gain such support will be organized with the relevant institutions for the Forum Steering Committee members.

The first exploratory meeting of the Forum (19 January 2010) was attended by a whole variety of stakeholders and achieved to bring around the table and elicit the views of the complete value chain of the building sector. A provisional Steering Committee is presently composed of the organisations which supported this exploratory meeting: European Partners for the Environment, The French Ministry of Environment, The Dutch Energy Transition Platform for the Built Environment (PeGO), The European Heating Oil Association (EUROFUEL) and its member UPEI, Local Government for Sustainability (ICLEI), The European Renewable Energy Research Centres (EUREC Agency), The European Technical Contractors Committee of the Construction Industry (CEETB), The Architects Council of Europe (ACE) and Build Up. The Steering Committee will play a key role in setting the vision and priorities of all Forum activities in 2010 and nominate a co-chair for each meeting. It shall meet at least once every six months and hold some conference calls during the year.

Inspired by the experience of the European Retail Forum¹ and the Food SCP Roundtable², the Forum will be co-chaired by one EU Commission official, one representative from civil society and one business delegate that will all together set the agenda of each Forum meeting. Its financing will depend on members funding commitments. The Forum will not be a decision-making body.

The Forum governance structure shall be interpreted not as a rigid legal document, but as a tool to foster an open, transparent and yet results-oriented stakeholder process working towards consensus among participants.

EXPECTED OUTCOMES FROM PLENARY MEETINGS AND WORKING GROUPS

Two Forum plenary meetings will take place each year, at the end of which partners will present an annual "State of Progress" report on partnerships along the value chain of the building sector to speed up retrofitting of existing buildings at Member States level. Annual "State of Progress" reports will aim to identify mayor challenges along the value chain and map existing and emerging multistakeholder initiatives in these areas. In support of the consensus-oriented nature of the Forum, the primary role of the plenary meetings is to serve as a platform for exchanging positions and structured debate among all Forum participating organisations as to the achievement of the Forum objectives, including the activities of its Steering Committee and Working Groups, the results achieved by the Forum so far as well as the required strategies and next steps in pursuing the Forum objectives.

The reports of the plenary meetings will be submitted to the European Parliament (ITRE Committee) and the European Commission (e.g. DG Energy, DG Enterprise, DG Regio, etc), reflecting a SWOT analysis of all the stakeholders that have been involved in the Forum discussions. Existing progress report published by the Member States on the EPBD implementation will be the starting point to identify the main issues.

The 2010 state of progress report would in particular focus on:

1. **Vision.** An integrated approach;
2. **Mandatory – non mandatory.** Survey and benchmarking of instruments in place in Member States;
3. **Multi-Owner dilemmas.** Which new regulatory framework at EU level (access to information and participation, new generation of rights and responsibilities) and Member State Level (majority /unanimity for retrofitting) see Grenelle de l'Environnement;
4. **Awards** for Innovative Financial Mechanism, Low Income Groups and Deep Renovation.

The report 2010 will be drafted by November and will be followed by one meeting restricted to the Forum Steering Committee with the EU Commission, Member States and the European Parliament to present the report addressing:

- EU regulations implementation: Recast EPBD, Eco-design directive for boilers and water heaters, Energy Service directive, Building Codes, New Energy Action Plan;

¹ http://ec.europa.eu/environment/industry/retail/index_en.htm

² www.food-scp.eu

- Four levels of action (end users, local authorities, member States, the EU);
- Problems encountered and success stories.

The Forum will host two meetings open to the public if possible back to back with the EU Sustainable Energy Week (March) and the EU Open Days (October). Participation to the Forum plenary meetings is voluntary and attendance is open to all stakeholders who belong to the value chain of the building sector and who wish to make a concrete contribution to the discussions.

Two working groups will be set up and structured primarily under two main streams: (1) Energy Conservation & Saving [insulation/renovation/eco-design/civil engineering] and (2) Efficient Energy Generation & Use [retrofitting of heating and cooling systems]. The expected outcomes of each working groups will be two-folded:

1. **POLICY LEVEL** - Progress in implementing relevant buildings legislation at EU Member States level and policy recommendations;
2. **TECHNICAL LEVEL** - Proposals for retrofitting programs and pilot bankable projects at EU Member States level, including a number of financing tools and mechanisms that will provide the resources needed to implement the bankable projects.

The working groups are envisaged as having the following outline structure:

EUROPEAN REBUILDING FORUM WG PROGRAM 2010

STEERING GROUP

Eurofuel, Eurec, Iclei, French Min, PeGO, UPEI

BUILD UP

Community Group

SECRETARIAT

EPE

WG STREAM 1: ENERGY SAVING

PERFORMANCE COMPARISON AMONG SECTORS

Aluminium, Insulation, glass, plastic, steel, lighting, concrete, wood, paper, etc

WG STREAM 2: ENERGY GENERATION

SECTORS

Renewables, Fossil Fuels



HORIZONTAL QUESTIONS

FINANCING

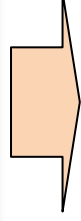
Low interest loans
Performance Contracting
Training

IMPLEMENTATION

Deep renovation
EUP Lots
Certificates
Indoor Health
Public Procurement

TECHNOLOGIES PERFORMANCE

ICT
Smart Metering
Control Systems



REGULATORY DEVELOPMENT

MARKET DEVELOPMENT

PROGRESS REPORTS AND POLICY RECOMMENDATIONS

RETROFITTING PROGRAMS & PILOT PROJECTS

Member State / Local Authority

Member State / Local Authority

Member State / Local Authority

Member State / Local Authority

SPONSORSHIP AND PARTICIPATION

The Forum activities scheduled for 2010 strongly depend on relevant sponsorship, to become operational. Becoming a sponsor of the European Re-Building Forum sends a signal of intent to the European community that you are committed to accelerating the uptake of energy efficiency and renewables as dual means of reducing carbon emissions, and improving the access to sustainable energy for refurbishing the existing building sector in the EU.

The Forum seeks strong links with organisations and individuals who are willing to send this signal. A partnership is only as strong and active as the organisations and individuals involved. We have tried to structure a community in which members can contribute and exchange their experiences, to encourage and ensure global best practice in the renewable and energy efficiency field are practically implemented.

Crucially, Forum sponsors play a key role in setting the agenda for all Forum events, ensuring it is relevant to their needs, recruiting participants to the working groups and providing input to the reports. Sponsorship will also include recognition of visibility (branding on website, agendas, per-meeting emails etc.) on all Forum material and in the media outreach strategy. In addition, sponsoring organizations could request and obtain one to one meetings with specific Forum attendees or other decision makers of their choice.

Any application or nomination shall be submitted to the Steering Committee, who shall take a formal decision at its next meeting. Any party seeking formal participation in the Forum shall:

- Accept and comply with these Terms of Reference and any other statutory documents decided, approved, adopted and enacted by the Steering Committee;
- Demonstrate support for the vision, objectives, deliverables and systems of the Forum;
- Conduct its affairs in a manner suitable for supporting and promoting the vision, mission, objectives, systems and rules of the Forum;
- Allocate sufficient time, resources and effort necessary to meet the requirements for formal participation, i.e. to be able to: 1) react to discussion papers and 2) participate in meetings and teleconferences.

Any Forum participating organisation may resign at any moment in time.

TIMELINE

The next plenary meeting of the Forum is scheduled to take place during the European Sustainable Energy Week on March 25th in Brussels from 14:30 to 18:30 (invitation to be circulated soon) and the first working group by April.

DRAFT TIMELINE FORUM PROGRAMME 2010

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
FORUM	Exploratory Meeting		1 st Meeting EUSEW							2 nd Meeting OPEN DAYS		Annual State of Progress Report
WGs					1 st Meeting WG1	1 st Meeting WG2	↑	↑	2 nd Meeting WG1	2 nd Meeting WG2	Reports of Actions WG1-WG2	
MEDIA OUTREACH	↑	↑	X	↑	↑	↑	↑	↑	↑	X	↑	↑
BUILD UP COMMUNITY			X	↑	↑	↑	↑	↑	↑	↑	↑	↑
STEERING COMMITTEE MEETINGS				X					X			X

EXISTING PARTNERS AND SPONSORS

French Ministry of Ecology and Sustainable Development (MESD)



At a government level, the MESD works in close collaboration with many other ministries so that public policy (transport, infrastructure, energy, industry, agriculture, regional development, health, research, sea, urban planning, education, etc.) promotes sustainable development and incorporates more environmental concerns. At a local level, the MESD works with decentralised departments linked to other ministries in French départements, such as local departments for infrastructure (DDE), agricultural and forestry (DDAF) or veterinary services (DDSV), to implement its policies. The officers concerned then work under the authority of the Ministry of Ecology and Sustainable Development. The MESD also establishes partnerships with not-for-profit organisations, local authorities and socio-professional groups to develop and implement policy. At the European level, the Ministry is in close contact with the European Commission, which is particularly active in environmental matters. Consequently, 80% of French legislation related to the environment is derived from European regulations.

www.developpement-durable.gouv.fr

Platform EnergieTransitie Gebouwe Omgeving (PeGO)



PeGO is the Dutch Energy Transition Platform for the Built Environment. A Public Private Partnership, PeGO is adviser to the Dutch Ministry of Housing, Spatial Planning and the Environment and has developed several energy efficiency programmes both for existing buildings as well as for new buildings. PeGO's Innovation Workgroup supports a number of very ambitious energy-efficient housing and utilities projects in the Netherlands. The overall aim of PeGO Innovation is to reach energy neutrality (total primary energy-demand) for all new houses by 2020 and halving all primary energy-demand in the existing stock no later than by 2030. A major programme for the existing buildings is "Meer Met Minder" (More with Less) an initiative that PeGO has supported from the start in 2008.

www.senternovem.nl/energietransitiego

EUREC Agency



The European Renewable Energy Research Centres (EUREC) Agency was established as a European Economic Interest Grouping in 1991 to strengthen and rationalise the European research, demonstration and development efforts in all renewable energy technologies. As an independent member-based association, it incorporates 44 prominent research groups from all over Europe, representing a very large part of ongoing renewable energy research in Europe. EUREC members research fields include wind, photovoltaics, biomass, small hydro, solar thermal power, ocean energy, geothermal, hybrid systems, energy efficiency in buildings and grid

infrastructure. EUREC Members globally represent a community of over 1.000 researchers from 15 European Member States.

www.eurec.be

EUROFUEL



The European Heating Oil Association (Eurofuel) represents the national organisations that promote the use of heating oil for domestic heating in 10 European countries, including over 10 000 companies. Eurofuel is engaged in the promotion of best-practice and innovative techniques for heating oil, together with hybrid renewable energy combinations (solar thermal, bioliquids, heat pumps and micro-CHP), and related equipment, primarily in the domestic heating market. Eurofuel's members are committed to ensuring the competitiveness and efficiency of heating with liquid fuels, whilst also reducing the environmental footprint of such technologies.

www.eurofuel.eu

Union of European Petroleum Independents (UPEI)



UPEI is the association of independent European oil traders from most of the EU Member States, represented via national trade organisations. UPEI's members - mainly small and medium enterprises (SMEs) - are all independent from major oil companies, and play a key role in the states of the European Union. Members of UPEI are active in all fields involving importing, wholesaling, retailing, distribution, logistics and refining of oil products, except crude oil extraction and production. Some of UPEI's members are also involved in renewable energies, gas and electricity.

www.upei.org

ENDS Europe



ENDS Europe brings together our European news services, ENDS Europe DAILY and ENDS Europe REPORT to deliver an enhanced service. The new service has additional elements to ensure we remain the EU's leading environmental news and information service. The full benefits of our European reporting through one website - www.endseurope.com. ENDS Europe reports the news that matters - accurately and independently. Our readers agree. Written by our editorial team in Brussels and London, the service is offered by the UK's leading professional environmental publisher, Environmental Data Services (ENDS).

www.endseurope.com

Build Up



The BUILD UP interactive web portal shares and promotes existing knowledge, guidelines, tools and best practices for energy-saving measures in buildings across

Europe. At the same time, it informs and updates the market about the legislative framework in terms of goals, practical implications and future revisions.

www.buildup.eu

Sustainable Energy Europe Campaign



The Sustainable Energy Europe Campaign is a European Commission initiative in the framework of the Intelligent Energy - Europe programme, which aims to raise public awareness and promote sustainable energy production and use among

individuals and organisations, private companies and public authorities, professional and energy agencies, industry associations and NGOs across Europe.

www.sustenergy.org

SCI-Network

Sustainable Construction & Innovation



The SCI-Networks, an initiative of ICLEI, is meant to establish a European network of committed public authorities and relevant support actors to drive innovation in the

field of sustainable construction through public procurement. Key principle: Bring public authorities working on similar construction projects together to cooperate in identifying the most sustainable, cost-effective solutions.

www.iclei.org

European Partners for the Environment (EPE)



EPE is a multi-stakeholder forum bringing together Public Authorities, Companies large and small, Trade Unions, Research Institutes,

Environmental Organisations, Consumer and Ethical NGOs and Civil Society Groups. Its mission is to improve cross-sectoral collaboration and joint initiatives to align business, capital, markets and society more closely with the sustainability agenda. EPE builds the ground for consensus on sustainability and serves as a catalyst, in Europe and around the world, to achieve into the future a better balance between the environmental, social and economic elements of life. Its main programs are related to Resource Efficiency and Financing eco-innovation.

www.epe.be

European Technical Committee of the Construction Industry (CEETB)



The CEETB promotes at European level the interests of members in all areas of concern with a particular focus on:

- Guaranteeing a level playing field in the liberalised energy markets.
- Working towards an EU policy framework that supports investments in energy efficiency and renewable sources of energy.
- Promoting highest quality and performance standards for technical installations inside and outside buildings through compulsory minimum qualifications and regular inspection and maintenance schemes.
- Strengthening the role of specialist engineering contractors in the construction supply chain and promoting life cycle costs as award criterion for public and private contracts

www.ceetb.eu

Architects Council of Europe (ACE)

The main objects of the ACE are:



- To Devote Itself to a Better Understanding of Architectural and Cultural Values and Promote Quality in the Living Environment
- To Promote Higher Levels of Education, Training and Practice of Architecture
- To Ensure the Independence and Integrity of the Architectural Profession within the European Union
- To Promote the Architectural Profession within the EU and in particular, with European Union Institutions

www.ace-cae.org

--- ANNEX ---

WORKING GROUPS ARRANGEMENTS

Each of the two working group will have regular meetings two times per year taking place over a single day, with EPE taking responsibility for logistical arrangements, including the selection of the venue and stakeholders invitation. Each working groups will aim to involve around 20 participants in total with participation or both technical and policy experts to stimulate value chain thinking. Pilot projects might be discussed and led by frontrunners with participation of relevant partner organizations and individual experts from the Member States. Meetings will normally take place in Brussels and the language will be English (which will also be the working language for all documents).

Normally, up to two topics will be discussed in depth at each working group meeting. Discussion on each topic will broadly contain the following elements:

- Presentation on state of play on the topic selected: key issues, challenges identified, science base, etc;
- Presentation of practical experiences related to the topic selected (including other stakeholders wherever appropriate). Good practices as well as difficulties faced;
- Discussion;
- Broad conclusions.

Each working group must have a clear mandate, a limited duration and a defined membership. At each Forum meeting, a report must be made on progress in the working groups. An "issue paper" presenting state of play, best practices, and background information might be presented to steer and focus the discussion. The European Commission and the European Environmental Agency will be asked to ensure external monitoring on the achievements of the Forum, and on the basis of individual commitments, to ensure transparency and to add more weight to the Forum.

In order to ensure transparency and engage in open dialogue with stakeholders, the BUILD UP website, maintained by the European Commission, will provide a dedicated "Community" as a virtual place for Forum participants to exchange information between meetings. The Community will contain all relevant information the Forum has established and it will be updated regularly. A provisional web link has been established at: <http://Buildup/communities/europeanrebuildingforum>

Provisional list of the Forum participants might include:

- DG ENV, TREN, TRADE, ENTR, EIB, EEA
- DG RTD European Construction Technology Platform
- Member States task forces on EPBD implementation
- Member States directorates in charge of the stimulus packages focused on the building sector
- Networks partners of relevant IEE project tackling the building sector
- Relevant stakeholders identified in the BUILD UP, ManagEnergy and "EPBD Platform" initiatives
- European industry associations dealing with energy efficiency in the building sector

- The Covenant of Mayors Secretariat and signatory cities
- Major multinationals involved in sustainable construction and the Cement Sustainable Initiative of the WBCSD
- SMEs and larger companies in the lighting, insulation, glazing, materials, installations, heating and cooling, home appliances, photovoltaic, renewables technology sector
- Real estate managers
- Consumers organisations and Union of Tenants
- ICT Systems Providers for Intelligent Buildings
- Building contractors
- ESCOs and other finance providers
- European Association of Social Housing
- NGOs and civil society group

At the end of each working group meeting, the customizable factsheets shown overleaf will be created and presented to a wider audience during the Forum plenary sessions.

The topics of the working groups will be chosen after wide consultation and will take into account the current political and economic situation and requests by members, partners and sponsors.

To register interest to join a working group, each organisation is requested to fill a table as a pre-requisite to be admitted to the Forum working group. The main purpose of the table is to have an overview of the issues each organization is interested in and the contribution they can make to the work of the Forum. Following the first working group meeting, a feedback form will be disseminated to participants, with the intention of improving the logistical and content related arrangements for any meetings still to be held. At the end of the second working group, a report will be compiled consolidating all the actions agreed and providing a comprehensive review of progress among participants. The table might look like the following:

The potential Shortlist of Topics for Working Groups following consultations during the first plenary meeting of the Forum looks as follows:

Topic	Target	Level of interest		
		Very interesting	Partly interesting	Not interesting
Mandatory and not mandatory sectoral retrofitting targets at local level	governments	X		
Key performance indicators and best available technologies related to "deep renovation" for commercial and residential buildings	insulation and energy efficiency industry	X		
Environmental performance and life cycle analysis of building components such as windows, roofs, ventilation, lighting, boilers	environmental technology industry		X	
Integration of hybrid renewable-fossil fuels installations for heating and cooling	renewable and fossil fuels industry		X	
Financing renovation for the residential sector through performance contracting schemes	finance industry	X		
Sustainable public procurement of nearly zero energy office buildings	local authorities		X	
Increasing demand of a common methodology for standards, energy performance certificates and optimal cost accounting for minor and major renovations at Member States level	governments		X	
Skills enhancement, education and training for installers and for energy audits	installers and service industry	X		
Life-cycle data on use of construction products not covered by the Ecodesign directive	construction industry		X	
Smart metering and ICT: dialogue between installers, national regulators and building occupants	ICT Industry	X		