The seventh business meeting of the CIB W115 was held in conjunction with the Sustainable Buildings Conference (SB13) in Singapore. The meeting in Singapore was attended by participants from the United States, Germany, Japan and Singapore. Participants from Sweden, Portugal and Germany joint the meeting by videoconference.

Meeting Attendees

<table>
<thead>
<tr>
<th>Surname</th>
<th>Name</th>
<th>Affiliation</th>
<th>Country</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chini (Coordinator)</td>
<td>Abdol</td>
<td>University of Florida</td>
<td>United States</td>
<td><a href="mailto:chini@ufl.edu">chini@ufl.edu</a></td>
</tr>
<tr>
<td>Schultmann (Coordinator)</td>
<td>Frank</td>
<td>Karlsruhe Institute of Technology (KIT)</td>
<td>Germany</td>
<td><a href="mailto:frank.schultmann@kit.edu">frank.schultmann@kit.edu</a></td>
</tr>
<tr>
<td>Dinis Silvestre</td>
<td>José</td>
<td>Technical University Lisbon</td>
<td>Portugal</td>
<td><a href="mailto:silvestre@civil.ist.utl.pt">silvestre@civil.ist.utl.pt</a></td>
</tr>
<tr>
<td>Kibert</td>
<td>Charles</td>
<td>University of Florida</td>
<td>United States</td>
<td><a href="mailto:ckibert@ufl.edu">ckibert@ufl.edu</a></td>
</tr>
<tr>
<td>Kühlen</td>
<td>Anna</td>
<td>Karlsruhe Institute of Technology (KIT)</td>
<td>Germany</td>
<td><a href="mailto:anna.kuehlen@kit.edu">anna.kuehlen@kit.edu</a></td>
</tr>
<tr>
<td>Volk</td>
<td>Rebekka</td>
<td>Karlsruhe Institute of Technology (KIT)</td>
<td>Germany</td>
<td><a href="mailto:rebekka.volk@kit.edu">rebekka.volk@kit.edu</a></td>
</tr>
<tr>
<td>Nakajima</td>
<td>Shiro</td>
<td>Building Research Institute</td>
<td>Japan</td>
<td><a href="mailto:nakajima@kenken.go.jp">nakajima@kenken.go.jp</a></td>
</tr>
<tr>
<td>Russell</td>
<td>Mark</td>
<td>University of New Mexico</td>
<td>United States</td>
<td><a href="mailto:russ1307@unm.edu">russ1307@unm.edu</a></td>
</tr>
<tr>
<td>Wallbaum</td>
<td>Holger</td>
<td>Chalmers University of Technology</td>
<td>Sweden</td>
<td><a href="mailto:holger.wallbaum@chalmers.se">holger.wallbaum@chalmers.se</a></td>
</tr>
<tr>
<td>Neng</td>
<td>Jeffery</td>
<td>Building and Construction Authority</td>
<td>Singapore</td>
<td><a href="mailto:jeffery_neng@bca.gov.sg">jeffery_neng@bca.gov.sg</a></td>
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Minutes of the Meeting
(Tasks are highlighted in **yellow**)

**Item 1: Welcome and Introduction:**
Abdol Chini and Frank Schultmann welcomed the participants and the participants introduced themselves. Jeffery Neng from the Building and Construction Authority of Singapore attended the meeting as a new participant. Due to technical problems, Gillian Hobbs and other members of W115 could not attend the videoconference.

**Item 2: Report on the Monday 9 September W115 sessions**
Abdol Chini and Frank Schultmann reported on the eleven presentations of the W115 Material Stewardship session, which took place on the previous day (9/9/2013) as part of the conference and included good contributions by presenters followed by questions and comments from audience. The proceedings of the W115 session will be published on the W115 website (http://www.iip.kit.edu/654.php).

**Item 3: Decision about publishing a separate thematic report considering W115 session papers published in the SB 13 proceedings**
Abdol Chini remarked that in the last business meeting it was decided that Charles Kibert spearhead publication of a white paper considering major theme of the papers presented at SB 13 on construction materials stewardship. Charles Kibert suggested reviewing current statistics about C&D waste per capita at different countries and comparing them with those published in TG 39 final report (CIB Publication 300 – March 2005) to examine the trend in C&D waste per capita and possible reasons for decrease or increase. **He will develop a list of data he needs from each country and send it to the country representatives for their response.**

**Item 4: Publication of “Barriers for Deconstruction and Reuse/Recycling of Construction Materials”**
Shiro Nakajima received seven reports from Germany, US, Singapore, Canada, Netherlands, Japan and Norway and put them together. It is essential to add a conclusion section that summarizes major findings of each report and draw some conclusions based on the findings. There should also be a recommendation section based on the successful practices at each country. Mark Russell volunteered to join Shiro Nakajima in editing the reports and writing the conclusion chapter. **The target date for publication of the report is November 2013.**

**Item 5: Location for the 2014 Business Meeting**
The next W115 session and W115 business meeting are planned to be in conjunction with the World Sustainable Buildings 2014 (WSB14) in Barcelona (http://www.wsb14barcelona.org/SB14-seeds.html) from 10/28/2014 to 10/30/2014. The agreed topic for W115 session will be application of life cycle assessment (LCA) in construction materials stewardship. Holger Wallbaum and Mark Gorgolewski will be organizing the W115 session. They have contacted the WSB14 organizers but haven’t received any reply yet. **They will follow up on this and will send a call for papers to W115 members when they have enough information.** José Dinis Silvestre volunteered to join Holger and Mark in organizing W115 session in WSB14.

**Item 6: Publication for 2014**
The 2014 publication will be based on the papers that will be presented at the WSB14 session of W115 with focus of application of LCA in construction materials stewardship.

**Item 7: Recruiting more members and country representatives**
Abdol Chini pointed out that the W115 working group is currently not expanding as fast as expected. He suggested communicating our interest to increase our members to other researchers. In the last business meeting Australia, Brazil, Chile, France, India, Russia, South Africa and South Korea were named as countries of interest.
Charles Kibert suggested that with an extension and amplification of the W115 scope, we could attract more researchers to participate in the working group. Suggested topics for scope extension were:

- cradle-to-cradle considerations
- raw materials
- biomaterials (timber, hemp, jute, bamboo, etc.) and related processes like composting
- nanomaterials (incl. end-of-life considerations)
- how building certification systems address materials reuse/recycling
- international labels

Charles Kibert also recommended identifying key persons from several countries attending SB13 who are active in construction materials stewardship research and encourage them to join W115. Holger Wallbaum volunteered to browse the SB13 Munich/Prague/Graz publications to do the same.

Charles Kibert and Abdol Chini remarked that companies and industrial researchers are attending SB conferences and pointed out the importance to get their interest in joining W115 as well. Holger Wallbaum added that participation and sharing of knowledge and experience of companies such as Holcim, BASF, etc. will be interesting. Anna Kühlen added that companies that issue Environmental Product Declarations (EPDs) might be interested to join W115 as industry partners.

It was registered that these expansion activities are closely related to establishing the W115 Research Roadmap. Abdol Chini and Frank Schultmann will be responsible for the recruiting and integration of new working commission members.

**Item 8: The New CIB strategies:**

Abdol Chini presented the new CIB strategies regarding the planned CIB reports and the stricter membership definitions. All Commissions are now expected to produce a Research Roadmap during every three year term (2013-2016). Every now existing Commission is expected to complete a Research Roadmap by 2015 and present it at the next CIB world Building Congress in 2016. Furthermore, commissions are encouraged to produce Research Impact Reports and Best Practice Reports.

CIB proposes stricter definition of Commission Memberships. Commission Coordinators will be instructed to only invite officially registered Commission Members to attend the annual meetings of the Commission and to be engaged in the Commission Work Program. There is a new membership and fee system. Respective further information can be found under the following link: http://www.cibworld.nl/site/about_cib/fee_system_and_how_to_join.html.

**Item 9A: Forming a task force responsible for producing W115 Research Roadmap**

The Roadmap has to be submitted in 2015 and to be presented in 2016. Abdol Chini proposed to review the existing Research Roadmap for W115 established in 2007 to examine how successful we have been in accomplishing our goals. A further step is the establishment of a task group to draft a future Roadmap to be reviewed by the W115 commission members.

Charles Kibert volunteered to develop a broadened research agenda for W115. Any member who has a suggested topic for inclusion in the W115 research agenda should email it to Charles Kibert by the end of
October 2013: A brainstorming session and formation of the task group is planned to take place at the SB14 in Barcelona. Frank Schultmann proposed to study examples of the already existing six CIB Research Roadmaps developed by several working commissions. He will send a link to these reports to all W115 members to get prepared for the next commission meeting. Frank also proposed to add the new subgroup on LCA to the broader list of W115 research agenda.

**Item 9B: Producing the Research Impact Reports and Best Practice Reports**

In the context of the requested best practice reports and research impact reports, Abdol Chini brought the country reports into mind. He suggested to provide a more profound introduction and to draw conclusions from the reports that might be beneficial for certain stakeholders (about 10 pages long). Anna Kühlen proposed an analysis and comparisons of specific topics among countries, and what countries can learn from each other (best practice).

Charles Kibert proposed to periodically contribute in this reports our thoughts on future trends. Holger Wallbaum added that there are several recent state-of-the-art publications such as proceedings of SB13 Munich/Graz/Prague that identify issues that need to be addressed. He offered to review these proceedings for topics related to construction material stewardship.

**Item 10: News and update on Construction Materials Stewardship by Country Representatives**

José Dinis Silvestre (Portugal) reported on his work regarding the analysis of recent European standards in context of LCA and how can these methods close the material loop. His work comprises of a specific analysis and does not provide a general overview on current C&D work and industry activities in Portugal. José Dinis Silvestre is willing to continue his work in the W115 and to become the country representative of Portugal if needed. Abdol Chini will look into this. José’s department is an institutional member of CIB.

Anna Kühlen (Germany) reported recent trends in Germany. She said that resource efficiency, urban mining and their connection to deconstruction are topics of increased interest and funding from institutions. Also, she told about the uprising trend to connect information technologies (IT) and Building Information Models (BIM) with maintenance and deconstruction processes, upcycling/recycling and related environmental impacts (of building materials at its end-of-life). Anna also proposed to include this topic into the broadening of the W115 scope (item 9A).

Charles Kibert (US) emphasized that it seems demolition waste in industrialized countries increased in recent years from approximately 0.5 t/capita to almost 1.0 t/capita per year and that this might be an important topic for future work. Also, he stated that in the US a waste generation survey is needed to have further, detailed information on C&D waste and the waste generating activities. Abdol Chini added that it might be interesting to examine the main parameters that affect the C&D waste generation, such as the aging buildings constructed in different countries. Charles Kibert stated that he has started a new working group on net-zero strategies (regarding energy, material, carbon, etc.) with their first meeting on a conference in March 2014 ([www.cce.ufl.edu](http://www.cce.ufl.edu)). Whoever wants to participate shall send their contribution by the end of October 2013.

Holger Wallbaum (Sweden) added, that he submitted a proposal with the topic of zero-impact buildings. Also, he reported that he is interested in C&D waste fractions of different materials and origins (e.g. that come from construction, deconstruction and infrastructure). He emphasized that insulation materials are (becoming) a major issue in future considerations of C&D waste.

**Item 11: Report from the liaison with other CIB Task Groups and Working Commissions that are active in the area of Sustainable Buildings and Construction**

Frank Schultmann reported from the related working commission W116 (Sustainable and smart building environment - SASBE). Their last conference was held in Brazil last year and their next conference will be held in South Africa in 2015. Besides, after 10 years of chairing the working commission, Jay Yang passed the chairmanship to Ivo Martinac from KTH, Sweden.

**Item 12: Update on the W115 website ([www.cibw115.org](http://www.cibw115.org))**
Abdol Chini proposed to integrate the new subgroup 7 and their topic of LCA into the broader W115 scope. The website will be updated respectively. For any further issues, publications, press releases or updates regarding the website Frank Schultmann and Anna Kuehlen can be contacted.

Item 13: Additional Items
- None -

Item 14: Adjourn
Abdol Chini and Frank Schultmann thanked the commission members for their attendance. The meeting was adjourned at 4:00pm

Karlsruhe, 10 September 2013
Frank Schultmann
Rebekka Volk