

Main topic	Toolkit chapters	Description
<b>GUIDELINES AND TOOLS FOR A BETTER MANAGEMENT OF URBAN RESOURCES AND FLOWS</b>		
<b>Part 2A - Urban Metabolism</b>	URBAN METABOLISM THINKING AND APPROACHES → Urban metabolism, resource (waste) policies and circular economy → Urban metabolism analysis and accounts → The UMAN model	This part is divided in 2 parts: - The first part represents the introduction in the UrbanWINS project framework –objectives, agenda, introduction on the technical parts and the entire process that was followed in order to reach the results, EU waste prevention policies and how that influenced the project. - The second part is dedicated to the Urban Metabolism approach, relationship to circular economy, analysis and accounts and the UMAN model (theory and results in the UrbanWINS project). It also focuses on a few important analysis: Material Flow Analysis, thematic focuses on food waste and buildings.
<b>Part 2B - DPSIR model and LCA</b>	DPSIR, INDICATORS SET AND LCA APPLICATIONS → The DPSIR Model → The indicators set → LCA	This chapters – DIPSIR Model and Life Cycle Assessment form the UrbanWINS toolkit represent among the Urban Metabolism and the UMAN model key tools used in the research carried by the project in the past 3 years of implementation. The aim was to provide general information on the DIPSIR Model and to present the key findings in our research and how it can be used by other decision makers in their work. The LCA was used in our pilot cities and main results from Leiria are presented in a dedicated BOX.
<b>Part 2C - SPf and Action plans</b>	STRATEGIC PLANNING FRAMEWORKS → Nature and objectives → Methods and steps ACTION PLANS AND PILOT ACTIONS Mapping tools and actions	Strategic Planning Framework and the Actions Plans were used in the UrbanWINS to support the 8 pilot cities to link the research (use of the technical tools) with the participatory process carried out. The information is directly derived from the policy framework development experiences realized within UrbanWINS. Pilot cities have been guided and supported throughout a planning process that led them to adopt a <i>Strategic Planning Framework and Local Action Plans</i> (including pilot actions) for waste prevention and management based on urban metabolism principles.  This part also takes into account other thematic focusses: - Regulatory tools in waste prevention and management – Country focus: Italy; - Educational tools in waste prevention and management – Focus on the educational campaigns in Cremona, Italy; - Voluntary tools in waste prevention and management – Tool focus: Green Public Procurement; - Waste indicators focus: Informative framework for waste collection - indicators for planning and monitoring, ISTAT, Italy.
<b>GUIDELINES FOR STAKEHOLDER ENGAGEMENT IN URBAN WASTE POLICIES</b>		
<b>Part 3 – Stakeholders engagement</b>	GENERAL CONSIDERATIONS ON STAKEHOLDER ENGAGEMENT ROLE OF STAKEHOLDER ENGAGEMENT IN URBAN WASTE PREVENTION AND MANAGEMENT POLICIES → Benefits and opportunities of stakeholder engagement in urban sustainability policies → Methods for the identification and selection of relevant stakeholders for urban sustainability policies → Stakeholder engagement process – steps and participatory technique → Challenges in stakeholder involvement STAKEHOLDER ENGAGEMENT PROCESS IN URBANWINS → Description of the general framework of UrbanWINS stakeholder involvement → UrbanWINS physical agoras – design and actions → Role of peer-to-peer exchanges among cities → Lessons learnt and recommendations for stakeholder engagement	The participatory process is considered as the most relevant research in the UrbanWINS project aimed to complement the use of Urban Metabolism and related tools. This part follows the following points of interest: - Guidelines for the stakeholders’ engagement in urban waste policies, including the opportunities and methods of identification and selection; - The participatory process in UrbanWINS, face-to-face agoras, the process and the key results, with a focus on a pilot city; - Other aspects related to the participatory process – online tool used and shortcomings, communication tools; - An extended annex on the evaluation of the participatory process in our project.