



Our Organisation

**CIWM and the Circular Economy Institute:
Roles, Responsibilities and Relationships**



CIWM Roles, Responsibilities and Relationships

This document explains how the Chartered Institution of Wastes Management (CIWM) and its wholly-owned subsidiary, the Circular Economy Institute (CEI), are structured. It outlines the main parts of our organisation, reflecting our constitution, and clarifies the roles, responsibilities, relationships and accountabilities within CIWM and with external partners.

We've created this to support transparency and help our members and stakeholders better understand how we operate – especially as we proceed with the integration and development of the CEI and the ongoing growth and evolution of CIWM.



Trustees Board (General Council)

Key Purpose

Set CIWM's (and CEI's) purpose, direction and strategy

Good governance and oversight of CIWM – ensuring CIWM meets its charitable objectives and ensuring legal compliance, financial viability and resilience

Key Relationships and Accountable To (*):

The Charity Commission* (financial reporting and regulatory compliance)

Educational regulators in England, Wales and Northern Ireland (Ofqual, Qualifications Wales and CCEA)*

SLT

Committees

Members



Senior Leadership Team (SLT)

Key Purpose

Develop and deliver annual business plans
(aligned to five-year strategy)

Run the organisation effectively and efficiently
(aligned to CIWM values)

Key Relationships and Accountable To (*):

Trustees Board*

Educational regulators in England, Wales and
Northern Ireland (Ofqual, Qualifications Wales
and CCEA)*

Members

CIWM employees

Key external stakeholders



Operations Team

Key Purpose

Deliver membership, training and accreditation, knowledge and communications services, and associated support activities to members, learners and customers

Key Relationships and Accountable To (*):

Members, learners and customers

National and regional centres

SLT*



Presidential Team and Early Careers President's Team

Key Purpose

Leaders and ambassadors representing and advocating for CIWM, its members and wider sector interests

Represent the views and interests of the membership (via Members Council) to the Trustees Board

Key Relationships and Accountable To (*):

Key sector stakeholders, including governments, industry and international sector events

Members Council

Trustees Board*



National and Regional Centres (x10)

Key Purpose

Hold meetings and events for the benefit of members at regional and local levels, and to promote scientific, technical and managerial knowledge and expertise in resource and waste management

Act as a conduit (via Members Council) between centre members and the Trustees Board to deliver Institution business and policy, to scrutinise policy decisions and to effectively communicate the views of centre members

To promote CIWM and benefits of membership, to progress CIWM's charitable objectives and to conduct national and regional activities in line with the CIWM constitution

Key Relationships and Accountable To (*):

Members Council*

CIWM members

Trustees Board

Sector stakeholders

CIWM SLT and Operations Team



Members Council

Key Purpose

Represent members' views and interests to the Trustees Board and to SLT

Vote for the Junior Vice President

Advise Trustees and the SLT on key professional and strategic policy issues relevant to members

Key Relationships and Accountable To (*):

Members

National and Regional Centres

Presidential Team and Early Careers President's Team

Trustees Board*



CIWM Committees:

- Corporate Governance & Professional Ethics
- Finance & Investment
- Audit and Risk¹
- Qualifications & Professional Standards
- Policy & Innovation Forum

Key Purpose

Deliver CIWM Objects and support key governance, strategic and operational functions

Key Relationships and Accountable To (*):

Trustees Board*

SLT

Members

External sector stakeholders

¹ Chair is independent, (not a CIWM member) and reports directly to members at the AGM



Specialist Expert Groups:

- Infrastructure, Services and Operations SEG
- Producer Responsibility SEG
- Behaviour Change SEG
- Resource-Efficient Design SEG
- Skills for the Future SEG
- International Committee (SEG)¹
- Sector Inclusion Forum (SEG)
- Construction Demolition and Excavation Waste Advisory Group (SEG)

Key Purpose

Provide specialist strategic and operational support to Policy and Innovation Forum, external stakeholders, Operations Team and members

Key Relationships and Accountable To (*):

Policy and Innovation Forum*

Members

External sector stakeholders

International Solid Waste Association (ISWA)*
(International SEG only)

¹ Formal UK representation of ISWA



Communities of Interest (including Technical Communities)

Key Purpose

Using the 'CIWM Connect' online platform, our Communities of Interest include a number of specialist technical communities. They provide space for CIWM members to share ideas, expertise and advice, solve problems, ask and answer questions and, above all, connect with each other across the professional network

Key Relationships and Accountable To (*):

Specialist Expert Groups

Operations Team

Members*

External sector stakeholders



CIWM Members

Key Purpose

As a member of the UK's leading resources and waste management professional network, to lead, influence and deliver so that, together, we can move the world beyond waste

To represent CIWM and its values, and to demonstrate professional conduct, standards and competence in protecting public health and the environment through expertise in resources and waste management

CIWM membership means more for professional life: more knowledge, more connections, more resources, more representation, more partnerships and, ultimately, more potential

Key Relationships and Accountable To (*):

Members

National and Regional Centres

CIWM Communities, SEGs and other volunteering opportunities

Operations Team

External sector stakeholders

Corporate Governance and Ethics Committee*



Resources and Waste Management sector (wider society/outside world)

Key Purpose

The responsible stewardship and management of household, commercial, industrial and specialist wastes and resources, for the protection of human health and the environment, and to enable economies to thrive

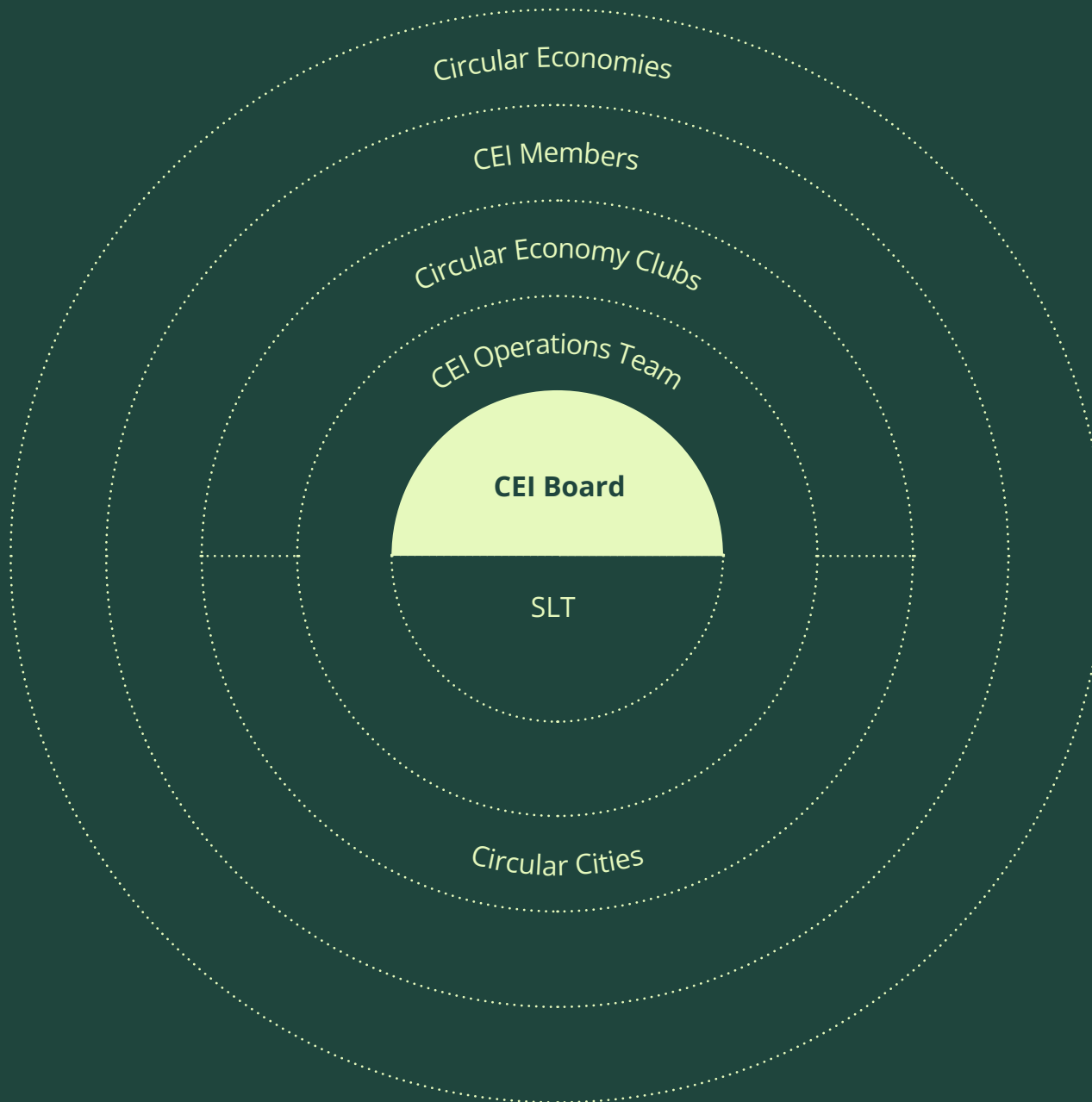
To move towards improved resource efficiency and more circular economies

Key Relationships and Accountable To (*):

Communities, businesses, regulators, organisations, and environments



Circular Economy Institute



Circular Economy Institute Board

(NB: CEI is a wholly-owned subsidiary of CIWM)

Key Purpose

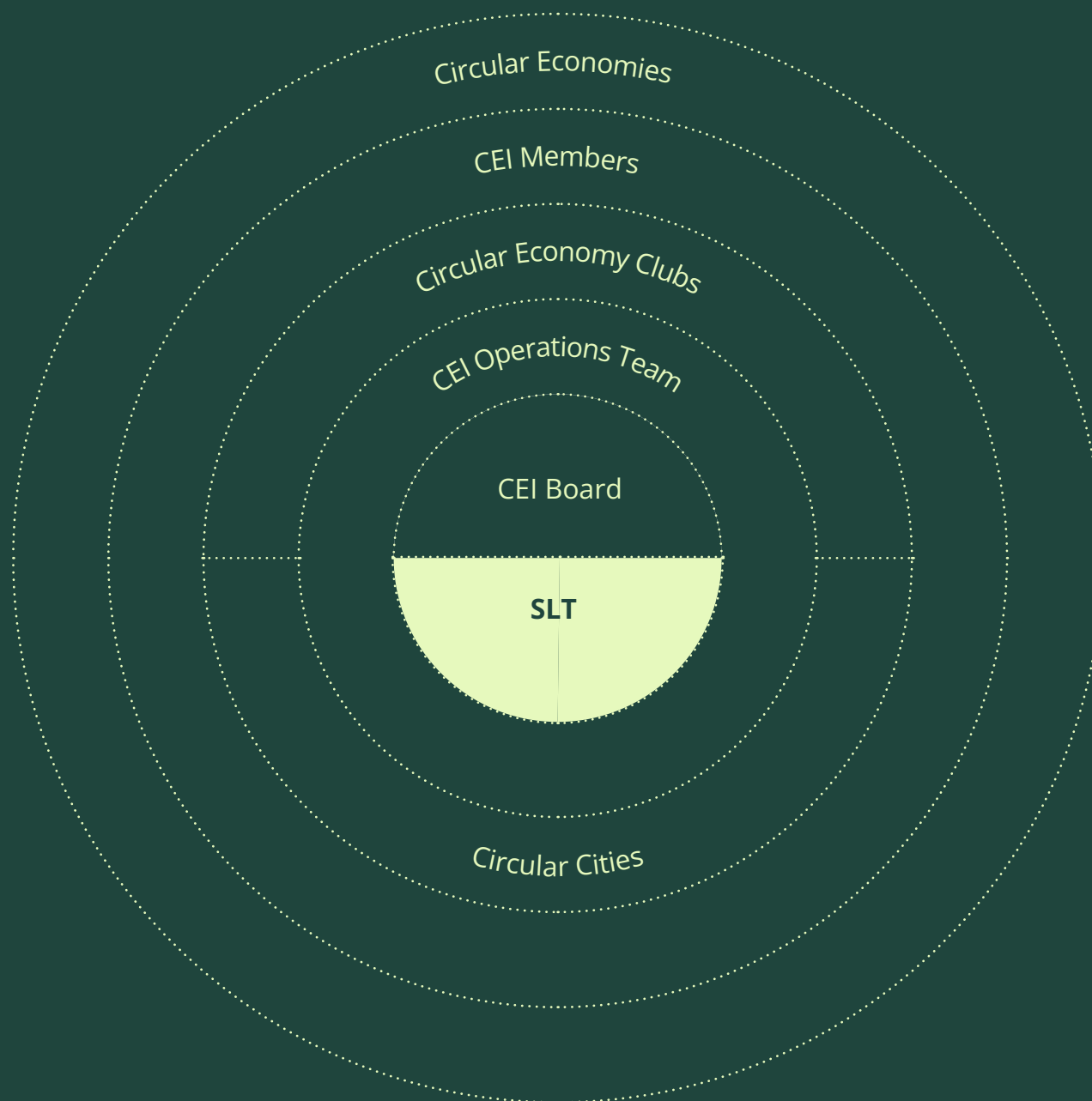
Set CEI's purpose, direction and strategy

Good governance, oversight and development of CEI (via CIWM Trustees Board), and compliance with CIWM charitable objectives

Key Relationships and Accountable To (*):

Trustee Board*

SLT and wider membership



SLT

(and current Project Steering Group)

Key Purpose

Develop and deliver annual business plan
(aligned to five-year CIWM strategy)

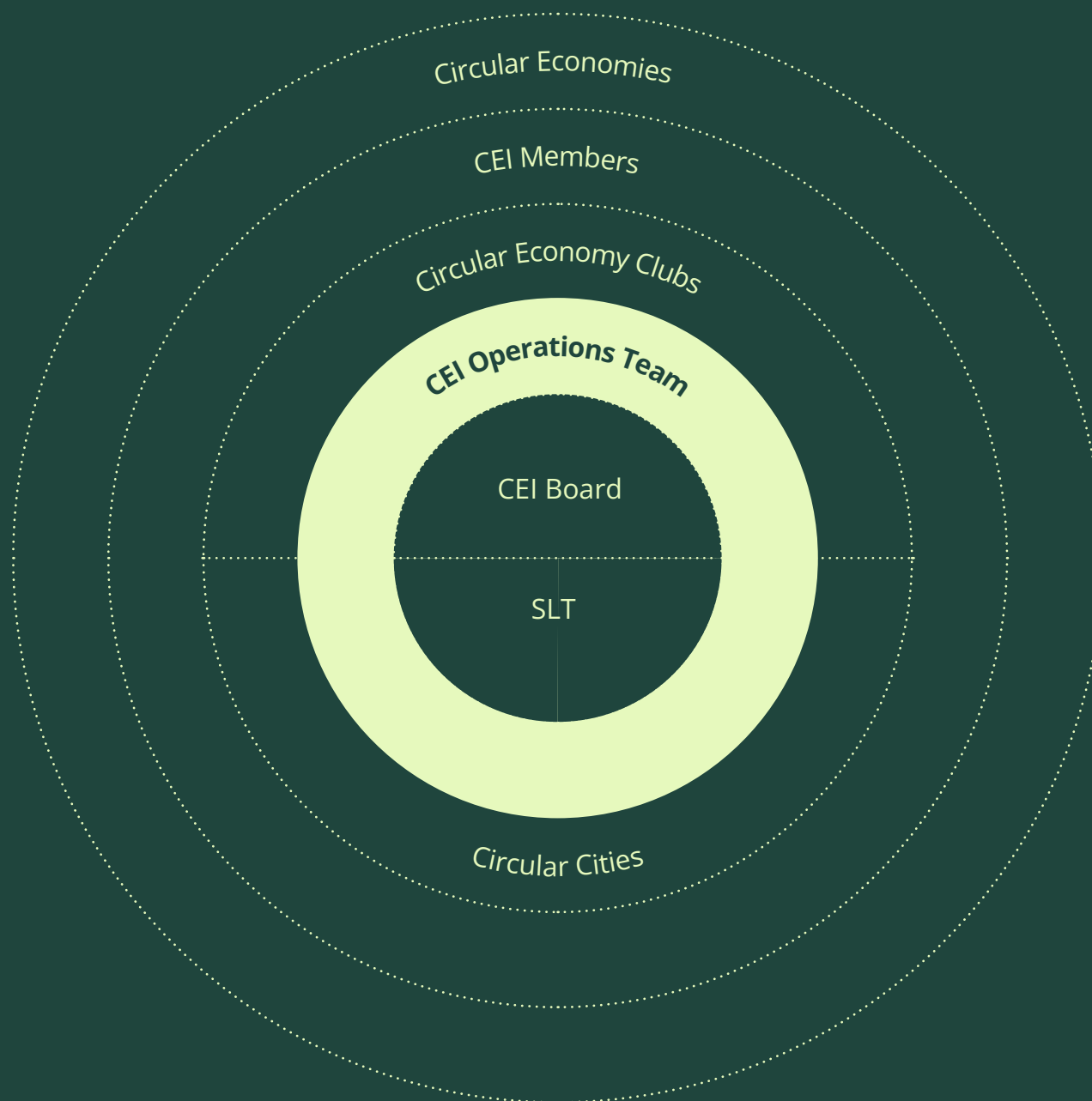
Work with Operations Team to run the organisation
effectively and efficiently (aligned to CIWM values)

Key Relationships and Accountable To (*):

SLT

CEI Board*

CEI Members



CEI Operations Team

Key Purpose

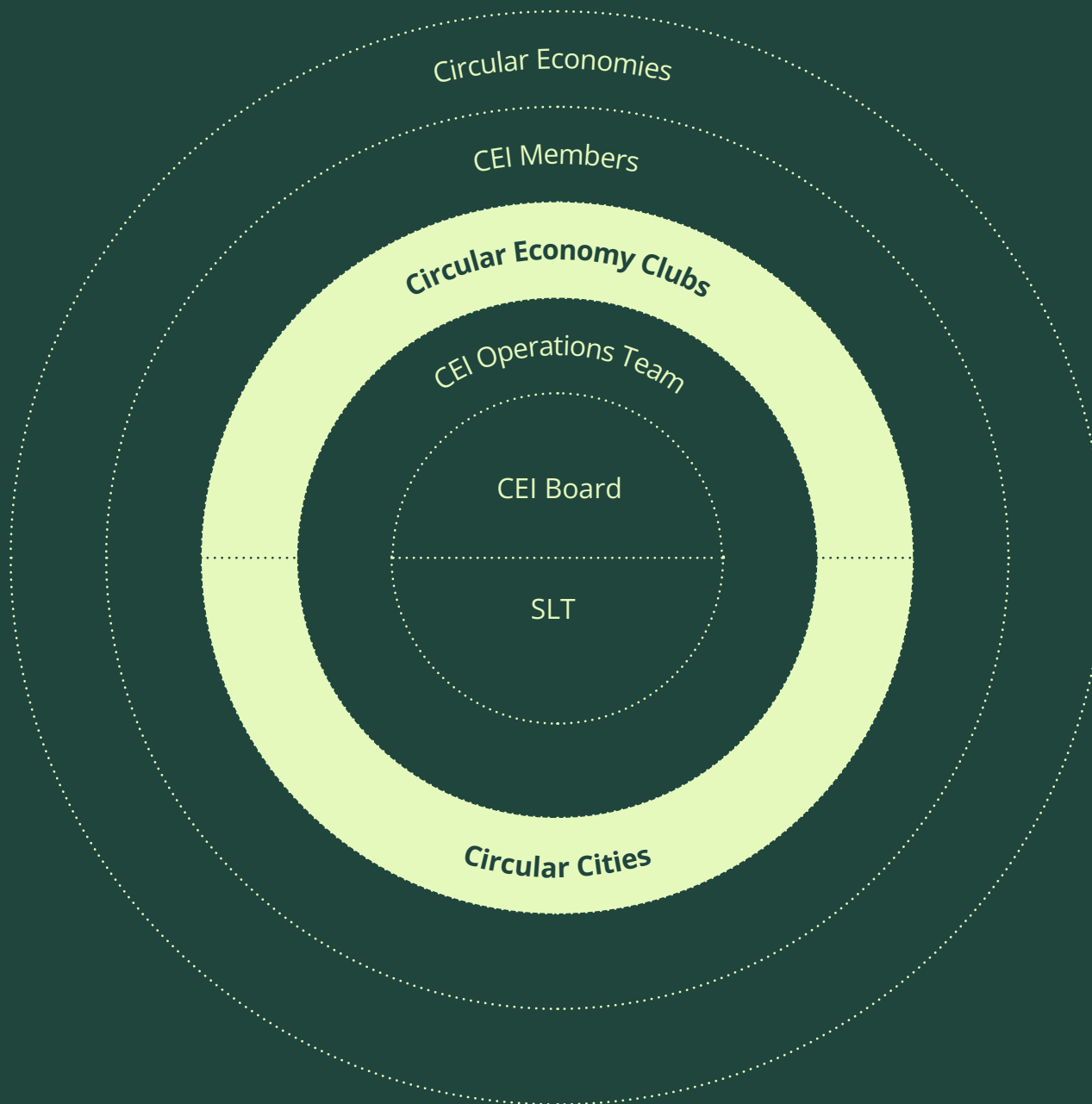
Deliver membership, training and accreditation, and knowledge, events and communications services and associated support activities to members

Key Relationships and Accountable To (*):

Members

Circular Economy Clubs and Cities

SLT*



Circular Economy Clubs and Circular Cities

Key Purpose

Hold meetings and events and create/share content for the benefit of Centre Members at regional and local levels, and to promote innovation, technical and managerial knowledge and expertise to promote circular economies

Act as a focus to deliver CEI strategic and business objectives, and to effectively collate and communicate the views of members

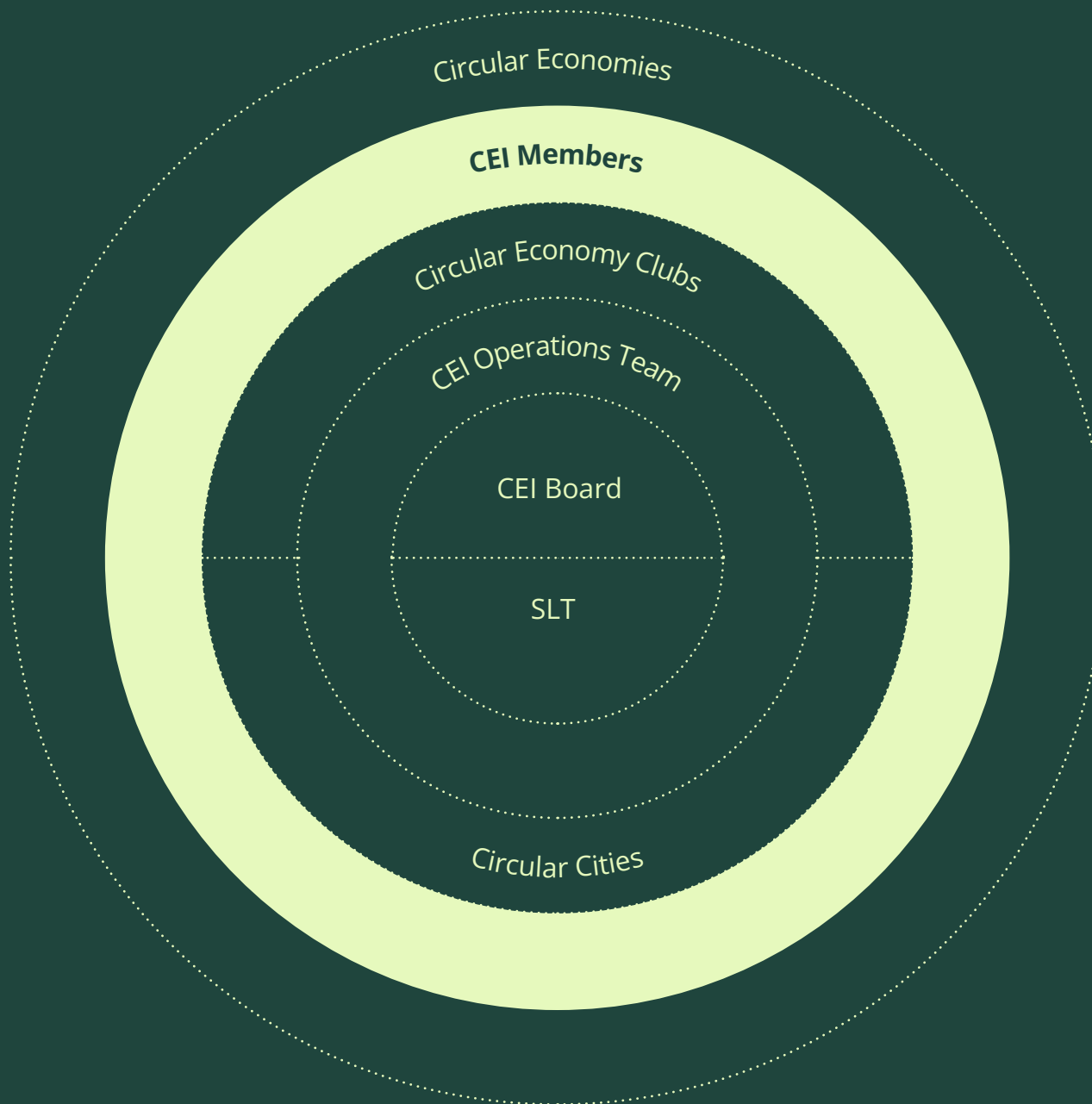
Key Relationships and Accountable To (*):

Members

Operations Team

SLT*

CEI Board



CEI Members

Key Purpose

As part of a global community of empowered professionals, to turn circular economy principles into best practice through collaboration, training and accreditation

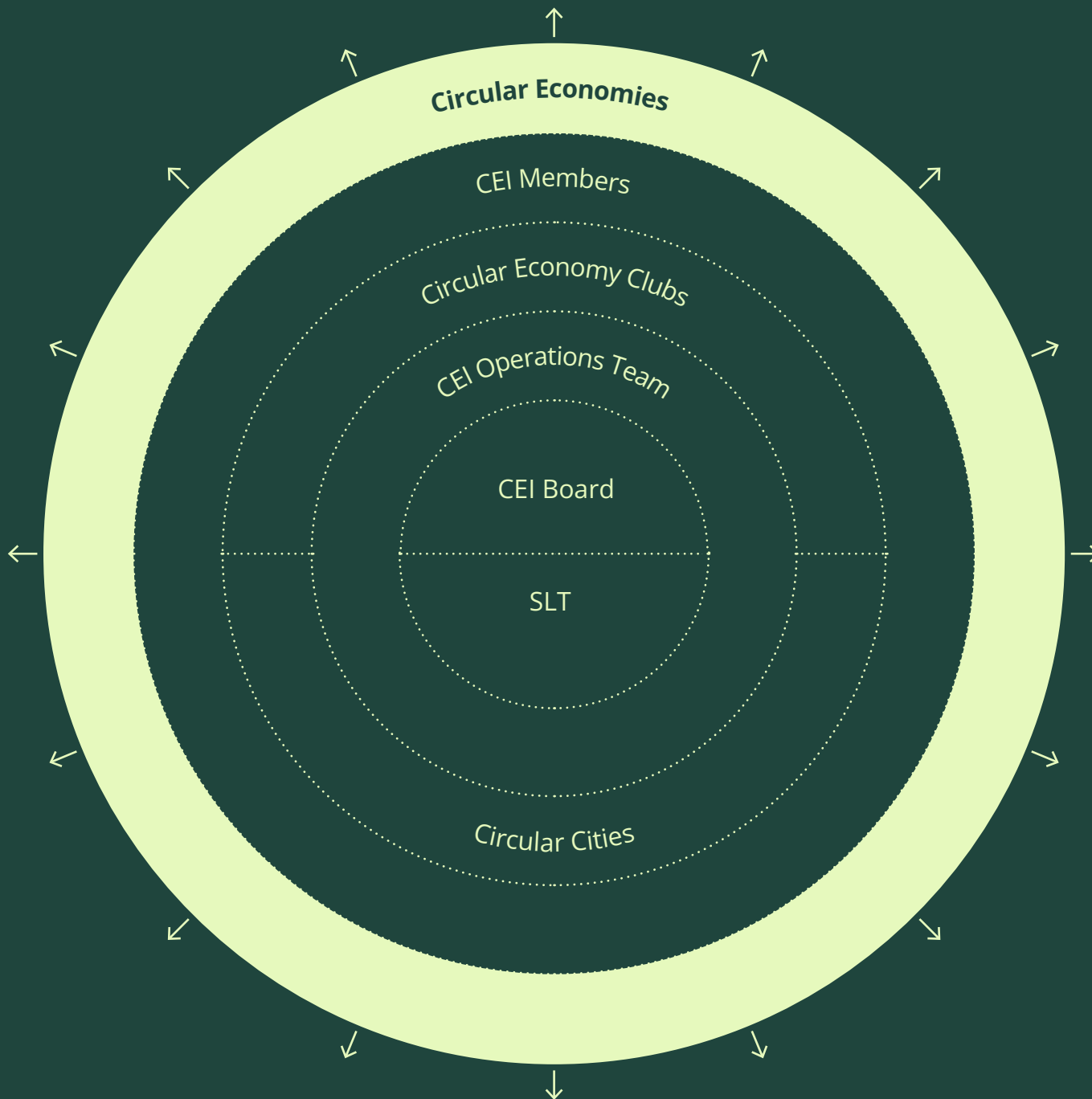
To represent CEI and its values, and to demonstrate professional conduct, standards and competence, delivering expertise in circular economy principles and practice

Key Relationships and Accountable To (*):

Members

Circular Economy Clubs and Circular Cities

External stakeholders



Circular Economies

(Wider society/outside world)

Key Purpose

To design, implement and maintain circular systems and services that keep materials in use for as long as possible (through sharing, leasing, reusing, repairing, refurbishing and recycling) delivering the highest value possible, for as long as possible, moving the world beyond waste at local and global levels

Key Relationships and Accountable To (*):

Communities, businesses, organisations and governments



Thank you

Please get in touch if you have any
questions or need further information:
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