

Ene.field Project

First Steering Committee web-meeting minutes

Date: 08 November 2012

Participants:

- BAXI INNOTECH: Michael Braun (MB)
- COGEN Europe: Fiona Riddoch (FR), Maria Gomez-Reino (MGR)
- Datherm Power: Per Balsev (PB)
- DBI: Bert Otto (BO)
- DTU: Eva Ravn Nielsen (ERN)
- Element Energy: Kate Harland (KH), Rony Erez (RE), Ian Walker (IW)
- GDF Suex: Stephane Hody (SH)
- Hexis: Rolf Clemens (RC)
- Imperial College: Adam Hawkes (AH)

WELCOME AND INTRODUCTION

Everybody agrees on the agenda. The agenda will be kept as standard agenda for the SC meetings.

NEXT 6 MONTH TIME PLAN AND DELIVERABLES REVIEW AND DISCUSSION:

As the project started later than originally planned, there were some parts of the project that needed to be re-planned. The work package leaders have already sent COGEN Europe the updated project plans.

REPORT BY WP

- **WP1 – TRIAL DEPLOYMENT - Element energy**

Element energy have been gathering information among the manufacturers on the field trials; their quarter planning. (E.g. number of installations, type, negotiations with utilities, etc)

Element plans to have a top level version of the plan containing the main relevant information for distribution to the partners shortly.

Element highlighted that with larger capacity units the preference for a residential profile for field trials remains. However if some of the trials are not of this use format it should not be a problem for the analysis as long as the % of non-residential trials does not become to large.

The experience of Callux is that at the early stage it is important to build momentum with the trials and accept cases which may not be completely ideal.

Partners' dates for the field trials:

- SOFCpower – March 2014. Operation of 3 years (like most of them)
- Hexis: expected middle 2013 (around June)
- Elcore – October 2013
- BAXI – December 2012
- RBZ – September 2013
- Bosch – October 2014
- Ceres – September 2014
- DTP – October/November 2013
- Valliant – March 2014

Element energy will produce a basic plan with a geographic overview of the installations around Europe.

Requests from independent users to join the field trials

For the moment all requests by independent individuals to join field trials will be forwarded to Element Energy to deal with. (the other partners should forward them the requests)

In the Callux project there was a hotline to put in contact the utilities and end users.

The manufacturers said that the idea is not to encourage people to do so too much as it tends to build expectations and creates disappointment as well as considerable work. A good solution would be to have on the website a checklist for the people interested in joining the field trials. Like this, there will be a first filter of people (COGEN and Element to liaise on this respect). This can be discussed in the next project meeting.

WP1 internal communication.

WP1 will have a group teleconference with the manufacturers. They will discuss there some topics like route to the market, etc

ACTIONS:

- Element will produce a top level version of the plan containing the main relevant information for distribution to the partners shortly. (KH; RE)
- Element energy will produce a basic plan with a geographic overview of the installations around Europe. (KH; RE)
- COGEN and Element to work on the website checklist for the people interested in joining the field trials. (KH;RE / FR;MGR)
- Next project meeting: discuss the checklist (All Partners)

- **WP2 – DATA MONITORING –DBI** (presentation attached)

There are 2 due deliverables in the next 12 months.

DBI think they will deliver on time but there is a possibility that there will be some additional work to do and therefore some delay. DBI will keep COGEN Europe informed about any possible delay and steps they are taking.

DBI has a list of data needs from a questionnaire. They will circulate the description among the partners.

DBI and BAXI will have a bilateral meeting to discuss how to approach the first installations of the BAXI trials and also how to use this first trial to verify the new test boxes in the field.

WP2 internal communication:

There are regular calls between DBI and WP members and on the 20th of November there will be an internal meeting. Before that meeting DBI will discuss with Element about the questionnaires.

ACTIONS:

- DBI will keep COGEN Europe informed about any possible delay and steps they are taking. (BO)
- DBI will circulate the list of data needs from the questionnaire description among the partners. (BO)
- DBI and BAXI will have a bilateral meeting to discuss about the Callux experience of BAXI. (BO & MB)

- **WP3 – ANALYSIS –DTU**

DTU would like to have access to a contact list of all the partners in the project to gather information about the field trials. For that, Element energy will send COGEN Europe the updated information of the trial manager and then COGEN Europe will add some additional information of contact people and will send it around.

DTU and EIFER have been discussing whether to make a change in the LCA proposed would be good to ensure a maximum benefit to the project. DTU would like to discuss this issue with a manufacturer (BAXI)

To make any change to the DOW, that change has to be well justified.

DTU after meeting BAXI will prepare a document with an explanatory table and text of the changes proposed, and then will circulate it among the partners to decide if we wish to go ahead then a change to the DOW will be done or not.

WP3 internal communication:

Bilateral meetings with relevant partners.

They're planning to do a WebEx with the utilities.

ACTIONS:

- COGEN will circulate a contact list. (MGR, 9 November 2012)
- DTU will prepare a document with an explanatory table and text of the changes proposed to the DOW. (ERN)

- **WP4 – DISSEMINATION – COGEN**

There are 2 deliverables due for months 3, the project Website and the general information pack. For month 6 the dissemination plan has to be delivered too. It can be reviewed at the next project meeting in February before being delivered.

The communication guidelines, which had been previously sent to the partners, were also discussed.

Some partners would like to have a document and/or press release with all the logos of the partners of the project on it. The launch of the website could be the moment to also issue a common press release with the logos of all the partners. GDF and DTU support this idea.

Also before or after each AGM is a good moment to issue press releases about ene.field.

DTU find it useful to have a power point slide with all the partners' logos to make the presentations of the project. This will be a part of the communication pack that COGEN is preparing.

Points from the WP4 WebEx:

- The Steering Committee should give some input for the website.

- EST question on users and manufacturers. As the dissemination has to be focused on end-users, there should be some costumers that are willing to collaborate. The manufacturers when they talk to those end users could ask them whether they are willing to be a part in this process.

WP4 internal communication:

There are monthly webmeetings with the WP4 partners and regular talks to the communication responsible of the manufacturers.

ACTIONS:

- COGEN will issue a common press release with all the logos at the same time as the website. (FR;MGR; End of November)
- Steering Committee will give some input to the website. (Steering Committee)

- **WP5 – COMMERCIALISATION – IMPERIAL**

The first deliverable is not due until month 15. Next month they will begin to set up the calls with the manufacturers.

They are trying to coordinate as much as possible with WP1 to be more time efficient.

ANY OTHER BUSINESS

- **Partner update:**

Ceres: there will be an update in the coming weeks. But for the moment there is nothing new apart from the press release Ceres issued.

The only thing to do for the moment is to wait and see. The Commission is fully informed. The plan will continue as it is until Ceres final position is known. If around December Ceres is still not clear, there would be the possibility to begin to talk informally with the manufacturers to see their opinion to take over some of the CERES units.

Hexis amendment is ongoing.

Request for budget adjustments:

COGEN has clarified with the FCH JU that Installers must be treated as subcontractors. Each manufacturer will now be approached to discuss how this is represented in their budget and whether changes are needed.

Information has also been received from Elfer

- Next project meeting: 21 February in Berlin
- AGM: September 2013. London
- **Software Company:** DBI has made a deal with a software company (monitoring) to reduce costs (meeting budget). The deal implements the PR activity of the company inside ene.field:
 - Afternoon presentation at GA
 - Acknowledgement on ene.field webpage
 - Small stand at GA to present the company
 - Steering Committee will think about this practice and release this idea for general use inside project for other members

ACTIONS:

- COGEN will check if the Minutes of the kick of meeting are a draft or a final version and then they will be circulated. (MGR, 14 November)
- COGEN will approach each manufacturer to discuss how the subcontracting is represented in their budget and whether changes are needed (FR;MGR)
- Steering Committee will give some input on the Software Company (SC members)

NEXT SC WebEx:

- **Tuesday 27 November at 10.00 CET.** Please confirm your attendance to COGEN.
- Tuesday 18 December at 10.00 CET.



The meetings are every last Tuesday of the month at 10.00 CET. As some partners will not be able to attend to the webmeetings; after these two dates a doodle can be made to choose another dates.

Some parallel meetings can be done with the people that cannot attend to the webmeetings. The minutes of the SC webmeetings will be always circulated.

- COGEN will set up a doodle for meetings throughout 2013 (MGR)