

## Ene.field Project

### Steering Committee webmeeting minutes

Date: 30 January 2012

Participants:

- BAXI INNOTECH: Michael Braun (MB)
- COGEN Europe: Fiona Riddoch (FR), Maria Gomez-Reino (MGR),
- Datherm Power: Per Balsev (PB)
- DBI: Frank Erler (FE)
- DTU: Eva Ravn Nielsen (ERN)
- Element Energy: Lisa Ruf (LR), Ian Walker (IW)
- GDF Suez: Stephane Hody (SH)
- Hexis: Rolf Clemens (RC)

#### WELCOME AND INTRODUCTION

FR introduced the steering committee and stressed the fact that each WP Leader should be responsible for the deliverables and the coordination of their work packages. They should be aware of how the things are going on in their WP and what is the status of the deliverables and make sure they do not get delayed.

GDF Suez explained that the person in charge of the project will change from Stephane Hody to another colleague. SH will send COGEN the details of the new person in charge.

As ERN has to leave earlier DTU will begin with the reports of WP

## REPORT BY Work Package

- **WP3 – ANALYSIS –DTU** –(presentation attached)

DTU presented the state of the WP3. For the moment there are plenty of activities and everything is running on time.

### D3.1. Review of field support arrangements

D3.1.1. is expected in February, but it might be a bit delayed.

### D3.5. Regulations, codes and standards:

Massimo Santarelli will not come to Berlin but he will send a colleague (Tomas Larriba Martinez [tompson.bass@gmail.com](mailto:tompson.bass@gmail.com))

A remote meeting was expected last week with all 9 manufacturers but apparently it did not take place. DTU will follow up on this.

There is a need for coordination with other WPs. Element energy and DTU will discuss this issue bilaterally, ideally before the meeting in Berlin.

In general all the tasks are running as planned. In the coming month most part of the efforts have to be put into the project meeting (there will be a lot of activities from WP3) and the due deliverables; the D3.1. Review of field support arrangements, due for month 6, needs focus to ensure it meets time and quality.

GDF suggestion: if WP3 needs information from manufacturers and utilities for the barriers analysis and other, the utilities could give it to the manufacturer which will then send it to DTU to try not to double the work. DTU want to avoid the manufacturers to be an intermediary, so they prefer that the information is directly sent to them.

DTU will make sure that the work is not doubled, especially for the utilities that are not partners in the project.

What?	Who?	When?
DTU to inform COGEN regarding any delay in the deliverables	DTU,	Before due dates
DTU to follow up with POLITO on the conference call with the manufacturers	DTU	Week 4 Feb
Element energy and DTU to discuss coordination between WPs	DTU and Element Energy	Week 4 Feb

- **WP1 – TRIAL DEPLOYMENT - Element energy** –(presentation attached)

Element energy presented the progress and status of the WP1.

The deliverable D1.4 – Tracking systems for trials has already been submitted to the FCH JU.

The trial trackers will be regularly updated and the information on the progress of the trials will be uploaded on the intranet (probably on a quarterly basis).

They have initiated the conversations with the facilitators, and they will be happy to have more in other countries.

The main activity for the moment is to try to find utilities and end-users. Some “tools” need to be created, to facilitate the agreements with utilities. Two tools have been discussed;

- Schedule of requirements for ene.field. Element energy will prepare a draft to discuss in the partners meeting in Berlin.
- An additional level of dissemination to offer to non-partner utilities. Also an issue to discuss in berlin. There is the idea of advertising logos in the website.

There should be a focus on which are the benefits of the non-partners utilities, on why they should join ene.field, what can be offered etc. This issues needs to be discussed, and it is important to get the feedback from manufacturers and WP2.

Element energy will put a document together for Berlin.

GDF suggested that there should be a clear differentiation between the data the partners get and the data the public gets. Then, the non-partners should be somewhere in between. Is important to share information with non-partners to attract the utilities, and this access should be even closer to the one the partners have, is important to make sure that we reach the 1000 units.

<b>What?</b>	<b>Who?</b>	<b>When?</b>
Partners to inform Element Energy about facilitators (if they know any)	All partners	Any time
Element energy to prepare a draft of the Schedule of requirements for ene.field	Element Energy	Before Berlin Meeting
Element energy to prepare a draft of the additional level of dissemination to offer to non-partner utilities	Element Energy	Before Berlin Meeting

- **WP2 – DATA MONITORING –DBI – no presentation**

Frank Erler explained the status of the WP2.

The focus was the Data handling agreement. In the last weeks there have been some meetings with the manufacturers, and there will be more until the meeting in Berlin. There are discussions about the monitoring process, the level of detail etc.

The first draft will be available the 31st of January 31, 2013.

Element energy and DTU want to be included on the mailing list of WP2.

Even though they are a bit behind the schedule they plan to have the final version of the document for the meeting in berlin, to discuss it and approve it there.

<b>What?</b>	<b>Who?</b>	<b>When?</b>
Send the Data handling agreement draft to COGEN, Element Energy and DTU	DBI	When ready
Finalize the agreement before the meeting in Berlin to approve it there.	DBI	Before Berlin Meeting
DBI to inform COGEN about delays in delivery	DBI	Before due dates

- **WP4 – DISSEMINATION – COGEN** (presentation attached)

The WP4 was presented. Due deliverables have been finalized and the upcoming ones are the first newsflash and the dissemination plan.

The dissemination plan will be finalized and presented in Berlin, before that it will be circulated to the steering committee.

COGEN is preparing a one year communication plan with the identification of the key messages. In this plan there will be a focus in the utilities and some communication materials will be developed to attract them:

- Press release from Berlin meeting (focus on utilities)
- Formal launch in the Hannover Fair (aim to gather utilities)
- Update in the website, with messages on the utilities.

Michael Braun brought up the topic of the Hanover Fair, and the importance of having time to plan and discuss on how it should be. This discussion needs to be made before the Berlin meeting

There is also the option of making a presentation in the Forum of the Group Exhibit of H2FC. There are only a few slots left, so it is important to make a decision soon.

COGEN will talk to the FCH JU and to the H2FC people, and afterwards the decision of what to do will be made.

#### Parliamentary event in Germany (28 February)

There is not space left for an ene.field presentation, there is the possibility of being part of a panel discussion. MB will send FR the agenda and they will then talk bilaterally.

#### Roll ups:

Baxi asked about the possibility of using the project roll ups in their events (e.g. parliamentary event). The ene.field roll ups are still not ready, but they will be hopefully ready for Hannover Fair, and then, partners will be able to use them

MB would like to use them in the Parliamentary event (28 February). COGEN will check whether they will be ready by this date or not.

What?	Who?	When?
Dissemination plan to be presented in Berlin (circulated before to the SC)	COGEN	Before Berlin Meeting
Talk to the FCH JU and to the H2FC regarding the Hannover Fair	COGEN	As soon as possible
MB will send FR the agenda of the parliamentary meeting and they will then talk bilaterally	COGEN and BAXI	Week 4 Feb
Ene.field roll ups: check when they will be available	COGEN	As soon as possible

- **WP5 – COMMERCIALISATION – IMPERIAL** – there was no presentation

#### **ANY OTHER BUSINESS**

- **Next Project Meeting (Berlin 20/21 Feb)**

It is a packed agenda with a lot of objectives.

An extra point with “what we need to achieve” should be included in the agenda to be sure that all the objectives are accomplished.

In the beginning of day 2, there are two parallel sessions where there might be partners wanting to attend to both. Because of this, it was proposed and approved to move the “Utilities WG” from Day 2 to Day 1 at 18h30 and to delay the dinner until 20h00.

- **Contractual**

Some partners have asked COGEN Europe to send them their Form A signed. This will be done at the project meeting in Berlin.

Installation costs: all changes are ok as long as the total allowed funding does not rise.



CERES situation, we will know more in February, they are coming to Berlin so they will be able to explain it there.

The 6 monthly report will be mainly based on the Berlin meeting.

The Project Officer, Mirela Atanasiu, of the FCH JU is coming to the project meeting.

<b>What?</b>	<b>Who?</b>	<b>When?</b>
Extra point with "what we need to achieve" into the meeting agenda	COGEN and WP Leaders	Week 4 Feb
Move the Utilities WG to Day 1 and delay the dinner	COGEN	Week 4 Feb
Form A to be handled in Berlin	COGEN	Berlin Meeting

**NEXT SC WebEx:**

Wednesday 27 February at 10hs00