STEERING COMMITTEE in Rome (Italy) Minutes

Work package n.1: Steering and monitoring

Steering committee date: 3rd and 4th April 2014
Author: AViTeM
List of attendance

CRES: Chatzigeorgiou
REMTH: Georgia Karavangeli, Stavroula Paschali
DUTH: Pantelis Mpotsaris, Stavros Tsagos
CSTB: Dominique Caccavelli, Isolde Devalière
AViTeM: Jean-Claude Tourret, Mathilde Dioudonnat, Léonard Lévêque
GERES: Marie-Maud Gérard
13 Habitat: Gilles Guerinet, Patricia Apruzzese
Languedoc-Roussillon Region: Laurie Lebraud
ENEA: Anna Moreno, Celestina Cocchia
ISNOVA: Wen Guo
LAORE: Massimo Rocchitta, Giuseppe Degosus, Priamo Carboni, Teresa Falche
Municipality of Genoa: Giovanni Della Valle, Corrado Conti
IJS: Ales Podgornik
Malaga, OMAU: Jon Switters, Ivan Luque Segura, Carlos Sanchez Pacheco
MIEMA: Sara Baldwin
Frattamaggiore: Bartolomeo Scianinnanica, Cristian Filagrossi
CPMR: Giuseppe Sciacca
JTS: Barbara Lopez Villamate

The ninth steering committee meeting of the ELIH-Med project was held in Rome, on 3rd and 4th of April 2014.
Representatives of IVE (Spain) and CEA (Cyprus) did not attend the meeting.

3rd April 2014

Content / discussions

Presentation of ELIH-Med progress and project deliverables.

- **AViTeM** will send a recap table on deliverables.
  IJS says that deliverables for third and fourth activities within WP6 is available. IJS adds that it would be relevant to update the project leaflets, because it is not interesting to use the same information than at the beginning of the project.

- **GERES** presents a new questionnaire to be filled by each pilot project, designed by Isolde Devalière from CSTB, and dedicated to put an emphasis on the other results than energy savings, as the impacts of retrofitting measures (i.e. health issues).
The best period to have significant results is 6 months after the refurbishment process. Results of the questionnaire are expected before the final conference: beginning of September 2014. Each partner has to interrogate 20%-30% of the households.

Partners are not expected to add questions to the existing questionnaire, as it is important to get the same number of answers, nevertheless it is recommended to adapt the questionnaire if necessary.

Jon Switters (Malaga) and Ales Podgornik (IJS) insist on the fact that the partnership has a lot of questionnaires within the project, so it is important to have an integrated questionnaire before visiting the dwellings, in order to avoid too many visits.

- Reporting period and data collection by CSTB
  The excel file transmitted by Dominique Caccavelli is customized for each pilot, and focused on the evaluation of energy consumptions before and after, and on the calculation of the energy savings amounts/percentage. It also enables PPD calculation (Person Dissatisfied).

Roundtable on Pilot Project on WP2, WP5 and WP6 progresses

Malaga

Refurbishment finished in December 2013. Malaga cooperated with a company focusing on air quality in the dwellings, with funding coming from another project.

In the framework of WP6, IJS proposed that the smart meters should be left in the dwelling until September 2014. In May the final data download will take place and the final reports will be given to the owners participating in the testing.

Regarding WP2, the Community supported the design process. The awareness campaign at city level is finished, the final report has been produced, and the entire budget has been spent. Some citizens rejected the project because it came from the Local Authority and political trust is under pressure. It would be better to repeat the awareness campaign during the whole implementation phase of the project, as a higher impact at city level would be reached. Nevertheless, about 15,000 people have been directly involved in ELIH-Med project, through 200 different publicity actions, and totally 140,000 indirect impacts. In September 2014 a newspaper article will be published, and a Forum to present the results will be held by December 2014.

MIEMA

Refurbishment process is over. MIEMA suffered minor problems, for instance the temperature monitors are being installed. Smart meters have been installed, data has been collected (manual collection), but one of the main difficulties is to educate people about smart meters. A Living Lab began in February 2014.

In the framework of WP2, leaflets have been disseminated to tenants, and MIEMA did not organize any awareness campaign. Malaga adds that it is the good moment to organize one, especially in order to share the results.
Genoa

Works are completed and procedures for additional works are going on: PV plants on the roof at first stage. These additional works are covered by ELIH-Med project, and they will be delivered by September 2014. 95% of the tenants are satisfied with refurbishment.

Genoa collected data on a weekly basis, and did not face difficulty with data collection.

Regarding WP2, 95% of the budget has been spent for the awareness campaign, based on the involvement of decision makers. 86% of the overall budget has been spent.

On 16th and 17th June 2014, an international meeting will be held in Genoa – the Smart Cities Week – so it would be convenient to organize the next ELIH-Med steering committee at this moment.

Greek partners

80% of the works have been completed by the end of March 2014. Most of the external insulation works have been completed (4 of 5 buildings). Other works are under progress (lamps replacement, solar collectors). Additional works have been completed with the support of sponsors (roof PVs, PV powered street light, metal benches & bins). Greek partners will not have enough time to do all the additional works originally planned (using the Contractor’s discount). Additional works are also driven, but they are not funded within ELIH-Med (e.g. paintings). More than 200 heating meters are currently being installed. Some problems have been encountered with setting smart meters, and then in collecting data.

The last TMG and PPCG have been held in March 2014 along with awareness raising / volunteering activities and distribution of leaflets explaining what works have been completed (“Live Green”). The awareness campaign is focused on two target groups – users and general public – and implies the organization of a final event by May-June 2014 (taking profit of the EU Greek Presidency) in the pilot project. It is quite difficult to motivate students, even if interactions have been foreseen (games, radio spots, press releases, TV broadcasting): 35% of the budget has been spent for WP2. A tender has been launched in order to take in charge some WP2 activities, and cover 25% more.

13 Habitat

Works are not completed yet, especially because asbestos slows the retrofitting process. Refurbishment will be over by mid-May 2014. 13 Habitat faces some problems with heat pump which affects measurement. Moreover, it is hard and time consuming to fill all the WP5 excel files.

Smart meters have been installed in early January 2014, but there are some issues regarding data collection: tenants turn some of them off, and others are not directly connected to Internet; data recovering can only be made per dwelling; smart meters are badly fixed; tenants do not want to be supervised, etc. Facing all those problems, 6 smart meters are currently installed and connected to Internet.

Regarding WP2, some flyers have been spread to tenants, and different meetings have been held. In September 2014 the Low-income housing National Congress will take place in Lyon (France). Ivan Luque asks if it is possible to involve other partners, and to focus on Med added value. It is important to share the agenda of all these events to the whole partnership.

JTS reminds that it is also important to involve National Authorities.
Frattamaggiore

In March 2014, 60-65% of the works are completed. All the works will be completed from the end of April to mid-May 2014. ELIH-Med budget for WP5 has been spent, and Frattamaggiore is looking for other sources of funding.

The monitoring campaign has not been launched, but data will be compared with dwellings that are not involved in ELIH-Med (Before), with data collected in retrofitted dwellings (After).

Booklets on energy consumption good practices have been disseminated to all the tenants. The pilot project will be presented at the annual conference in Naples. The final event will take place after summer, by September-October 2014.

At the end of March, 70% of the budget has been spent.

CEA

WP5 and WP6 leaders clarify Cyprus’ pilot status. Refurbishment is done, data is collected – IJS is waiting for – under a Living Lab survey. Cyprus is the most advanced in terms of results for WP5.

IVE

In IVE’s pilot, a building has been refurbished at 69%, and another one at 22%. 65% of the budget has been certified.

WP5 and WP6 leaders clarify IVE’s pilot status: IVE did not receive information from CSTB regarding what kind of updated documents should be delivered in the framework of WP5. CSTB sends the document “D5.2.1-4: Framework for common indicators”, and remains at IVE’s disposal for any assistance. It is OK for WP6 (all smart meters are installed).

Languedoc-Roussillon Region

The President of Languedoc-Roussillon Region signed Ljubljana Declaration. In June 2014, an event will be organized in order to present ELIH-Med and the Declaration.

24% of the 2007-2013 ERDF in Languedoc-Roussillon Region was dedicated to low-income housings (about 9 millions €), but 2% of the LIH stock has been refurbished.

LAORE

Refurbishment is over, but LAORE wants to upgrade one class of energy consumptions/rating, of all the retrofitted buildings with additional budget and by contracting the same provider as previously.

Data is collected, but wood heating is not monitored. Comfort questionnaire has been filled. LAORE waits for the approval of the additional budget for WP6.

80% of the budget has been spent.

In the framework of WP2, regional meeting has been organized in December 2013, gathering five institutions and private companies. The closing event will take place in October 2014. TV broadcasting, newspapers and a Master degree thesis are dedicated to ELIH-Med project.

LAORE cooperates with RELS and FosterInMed projects.
JTS asks for a synthesis of each pilot (are they finished or activities still are ongoing?) regarding WP5 & WP6. When it is finished, JTS wants to receive a confirmation of each partner, signed by the Legal Representative.

JTS also warns partners that the European Commission usually considers that contract modifications related to works are not justified. So partners have to be very careful in case they modify the initial contract with the company (if the company finds something in the building which requires additional works, for example). As it could be rejected by the EC, partners should contact the JTS or the National Authority beforehand.

Anna Moreno is in contact with Italian Regions about the 2014-2020 programming period. JTS says that ENEA should also contact national authorities in other countries. Partners could help for this, or for some of them (Spain) do it by themselves.

**Policy Paper second version**

As already done by Languedoc-Roussillon Region, it would be good to have the Ljubljana Declaration signed by other regions and municipalities.

IJS insists on the fact that it is hard to translate the Declaration in Slovenian without losing sense.

Malaga already approved the Declaration and will check by the Spanish partners from the MARIE project to see if the document has been translated.

Greek partners agree to translate the last page.

Languedoc-Roussillon Region insists on the necessity to have the Executive Summary of the Policy Paper, describing ELIH-Med project and overall context.

Malta agrees to translate the Declaration and will ask for the approval.

Then, it would be relevant to put on ELIH-Med website the name of people/organizations who signed the Declaration.

CPMR adds that it is not only a question of signature but political commitment: how many millions do my region/municipality plans to invest? How regional and transnational ERDF can improve energy efficiency? Then, Ljubljana Declaration is a tool to have policy makers’ commitment, and the Policy Paper is a tool to implement Ljubljana Declaration strategy.

Cataluña Region (MARIE Lead Partner) plans to sign the Declaration.

Some updates have to be added in the second version of the Policy Paper, in terms of figures and data, as time is going on. Moreover, some efforts have to be made on the layout (photos, schemes, etc.). CRES is going to check if it is possible to update all the data produced in the framework of WP4.

**Financial and administrative management**

**Payment claim**

The present certification is to be made for expenses paid until 30 March 2014. Partners’ certificates have to be sent to ENEA and AVITEM by 15th May 2014.

JTS asks how much each partner is going to spend until 30th June 2014 (estimation of paid expenditures from the beginning of the project until 30th June 2014), then each partner has to send
to the lead partner its budget forecast in an excel table.

**Budget modification**

As some partners foresee that they won’t spend all their budget, other partners would like to benefit from a transfer of this budget in order to implement some extra activities.

Now, JTS needs to know the relevance, the timing, the added value and the indicators of results before validating extra amount requests from partners. JTS rejects amounts for new works because they consider it is risky to respect the project’s deadlines/timing. JTS will approve extra budget for communication/capitalization activities, but not for refurbishment.

All the partners send their requests by 16th April 2014.

LAORE and Malaga do not understand why additional smart meters are rejected, as they constitute improvement of ELIH-Med project; partners are able to provide detailed consumption of each building.

Malaga does not understand why their request for additional measures related to the rehabilitation was not accepted (water heaters).

AViTeM underlines the fact that in the letter of the Selection Committee – at the beginning of the project – WP6 was dedicated to monitor people’s behaviour, so we could now tell the Committee that they made a wrong decision about the technical nature of monitoring.

**The Steering Committee approves the budget modifications, including the budget increases, asked by the partners, provided that they are accepted by the JTS. The whole demand will be submitted to the JTS shortly after the meeting.**

**Preparation of ELIH-Med final conference in Brussels**

27-28 November 2014 (date to be confirmed) in Brussels.

First day would be dedicated to the steering committee meeting in the morning at CPMR Office, and to the presentation of ELIH-Med main technical results in the afternoon, at the European Parliament.

The second day would focus on energy efficiency in low-income housing in the Mediterranean.

New European Parliament will be constituted by November 2014, Jean-Claude Tourret says it would be good to reach some of the internal thematic groups. Giuseppe Sciacca answers that it will be too early, groups will not be constituted.

Malaga adds that is it very important to elaborate good presentations of pilot projects, not only powerpoint presentations, but dynamic exchanges. Malaga also adds that it is extremely important that the event is innovative and new in an attempt to attract as many people as possible: we have to break away from traditional final conferences.

Jean-Claude Tourret answers that political makers are interested in political recommendations and impacts (directives, rules, legislation), but they are not necessarily focused on technical aspects.

Giuseppe Sciacca says that it is too late to influence 2012 directive on energy efficiency revision. On December 2014, the last EU Council on Med macro-region will take place.

In terms of agenda, ELIH-Med consortium has to wait after the European elections to validate the date.

MARIE project final event will take place in October 2014 in Barcelona, and will be mainly addressed to local and regional authorities.
With both projects, we can identify more properly precise targets of decision making in the Med space.

Next steps

Next ELIH-Med steering committee will be held on 17th and 18th June 2014 in Genoa (Italy), in the framework of the “Smart Cities Week”. 16th June 2014 will be dedicated to the Technical Committee meeting.

The following ELIH-Med steering committee will take place in Komotini (Greece). The first date chosen (29th and 30th September 2014) could finally change.

4th April 2014

Working group on guidelines

Guidelines are a compilation of ELIH-Med results and activities conclusions (Work Packages, pilot projects, deliverables, etc.).

By focusing on the project’s main difficulties, we can foresee specific solutions, insisting on ELIH-Med added value, in each country covered by the project.

ELIH-Med chain of skills – « flowchart » is the project’s main added value:

| Identification of the dwellings | Diagnosis | Stake holders involvement | Monitoring | Public tender | Refurbishment | Dissemination awareness and capitalization |

The aim of this work session was to brainstorm ELIH-Med guidelines by focusing on the structure, content, and targets.

AViTeM, in charge of the guidelines elaboration in the project, suggests the creation of online guidelines, directly on the new ELIH-Med website. Those digital guidelines would be supported by short paper guidelines (brochures).

On the basis of ELIH-Med flowchart, each partner filled in a table describing the main barriers and solutions within ELIH-Med project since its implementation. The provided elements are supposed to feed the filters by country, by element of ELIH-Med flowchart, and by targets, available on the new ELIH-Med webpage.

Partners split into three different groups according to various elements of the flowchart, and focused on specific tasks linked to the elements already forwarded by partners: improvement, correction, amendment, hierarchy and targets.

The working groups revealed the hardness to sum up the provided elements into short and powerful questions. For the next steering committee meeting a new proposal of these guidelines will be made.