

**76th EXECUTIVE COMMITTEE MEETING
OF THE
IEA SOLAR HEATING AND COOLING PROGRAMME**
October 16-17, 2014 Beijing, China

China Academy of Building Research (CABR)
30 Beisanhuan Donglu

SCHEDULE

Wednesday, October 15

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|----------------------|---|
| 13.00-15.30 | Trade Association Meeting
<i>CNCC – room 209B</i>
For interested ExCo and invited solar thermal trade association representatives (Lex Bosselaar is organizing) |
| 16.00-19.00 | New Country Workshop
<i>CNCC – room 209B</i>
For the newest members and other interested ExCo and OAs wanting to discuss ideas for engagement and possible new work (Werner Weiss and Michael Köhl are organizing) |
| 19.30 – 21.00 | OA Meeting
<i>CNCC – room 209B</i>
For all OAs and those proposing new work |

Thursday, October 16

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| 8.30 – 18.00 | ExCo Meeting
<i>CABR</i> |
| 19.00 | ExCo Dinner |

Friday, October 17

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| 9.00 – 16.30 | ExCo Meeting
<i>CABR</i> |
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SHC EXECUTIVE COMMITTEE 76th MEETING AGENDA

(revised: September 11)

THURSDAY, October 16th

- 1. GENERAL BUSINESS (8.30 - 9.00)**
 - 1.1 Welcome – *Chairman*
 - 1.2 Apologies and Introductions – *Chairman*
 - 1.3 Agenda Confirmation – *Chairman*
 - 1.4 Approval of Minutes of the Previous Meeting – *Chairman*
 - 1.5 Review of Action Items and Outstanding Reports – *Chairman*

- 2. ADMINISTRATIVE REPORTS (9.00 – 10.00)**
 - 2.1 Chairman's Report – *Chairman*
 - 2.2 Implementing Agreement Report – *Chairman*
 - 2.3* Executive Secretary Report – *Pam Murphy*
 - 2.4* IEA Secretariat Report – *Anselm Eisentraut*
 - 2.5 Operating Agents Meeting Report – *Michael Köhl*

- COFFEE BREAK (10.00 – 10.15)**

- 3. PROPOSED WORK (10:15 – 11:15)**
(20 minutes plus 10 minute discussion)
 - 3.1* Increasing the Attractiveness of Solar Thermal Systems (Task Definition Phase) – *Michael Köhl*
 - **ExCo vote** to approve start of Task(s)
 - 3.2* Deep Renovation of Historic and Listed Buildings Towards Lowest Possible Energy Demand and CO2 Emission (NZEB) (Concept Phase) – *Fritjof Salvesen*
 - **ExCo vote** to approve start of Task Definition Phase

- 4. STRATEGIC PLANNING SESSION (11.15 – 14.45)**
 - 4.1 Country Report: South Africa – *Thembakazi Mali (20 minutes plus 10 minutes discussion)*

- 4.2 Country Report: Qatar/GORD – *Yousef Alhorr and Esam Elsarrag*
(20 minutes plus 10 minutes discussion)

LUNCH (12.30 – 13.30)

- 4.3 New Members Meeting Update – *Werner Weiss*
- 4.4* KPI (Key Performance Indicators) Proposal – *Daniel Mugnier/Christophe Brunner*
- 4.5* Sharing the Value of our Work – *Doug McClenahan/Lex Bosselaar*
- 4.6* Improving Programme Efficiency – *Ken Guthrie*

5. FINAL MANAGEMENT REPORTS (14.45 – 16.00)
(Please allot a minimum of 5 minutes for discussion)

- 5.1* Task 39: Polymeric Materials for Solar Thermal Applications – *Michael Köhl* (30 minutes)
- **ExCo vote** on Final Management Report and Task Evaluation
 - Publication Review Committee: Donat (chair), Weiss, Sjödin

COFFEE BREAK (15.15 – 15.30)

- 5.2* Task 47: Advanced Renovation in Non-Residential Buildings – *Fritjof Salvesen* (30 minutes)
- **ExCo vote** on Final Management Report and Task Evaluation
 - Publication Review Committee: Meir (chair), De Herde, Guthrie

6. TASK STATUS REPORTS (16.00 – 18.00)
(Please allot a minimum of 5 minutes for discussion)

- 6.1* Task 42: Compact Thermal Energy Storage – *Matthias Rommel* (20 minutes)
- **Participating ExCo vote** on Task Status Report
 - **ExCo approve** Position Paper on Task Phase 1 work
 - Publication Review Committee: Bosselaar (chair), Donat, McClenahan
- 6.2* Task 43: Rating & Certification Procedures – *Jan Erik Nielsen* (20 minutes)
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Windeleff (chair), Guthrie, McClenahan
- 6.3* Task 45: Large Systems: Large Solar Heating/Cooling Systems, Seasonal Storage, Heat Pumps – *Jan Erik Nielsen* (20 minutes)
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Windeleff (chair), Weiss, Enríquez

- 6.4* Task 46: Solar Resource Assessment and Forecasting – *Dave Renné (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Habibzadeh (chair), Donat, Eckmanns
- 6.5* Task 48: Quality Assurance and Support Measures for Solar Cooling – *Daniel Mugnier (20 minutes plus 10 minute for more in depth technical update)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Kaaijk (chair), Puglisi, Guthrie

FRIDAY, October 17th

7. CHINESE PRESENTATIONS (9.00 – 9.30)

- 7.1 Intertek China (10 minutes plus 5 minute Q&A)
- 7.2 SUNRAIN (10 minutes plus 5 minute Q&A)

8. TASK STATUS REPORTS - continued (9.30 – 11.30) (Please allot a minimum of 5 minutes for discussion)

- 8.1* Task 49: Solar Heat Integration in Industrial Processes – *Christoph Brunner (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Weiss (chair), Mendes, Enríquez
- 8.2* Task 50: Advanced Lighting Solutions for Retrofitting Buildings – *Jan de Boer (20 minutes plus 10 minutes for Mid-term evaluation)*
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation
 - Task/Publication Review Committee: Heinze (chair), Puglisi, Weiss
- 8.3* Task 51: Solar Energy and Urban Planning – *Maria Wall (10 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Task/Publication Review Committee: Sjödin (chair), Heinze, Zinzi

COFFEE BREAK (10.30 – 10.45)

- 8.4* Task 52: Solar Heat & Energy Economics – *Sebastian Herkel (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Task/Publication Review Committee: Donat (chair), Weiss, Windeleff

8.5* Task 53: New Generation Solar Cooling and Heating Systems –
Daniel Mugnier (20 minutes)

- **Participating ExCo vote** on Task Status Report
- Task/Publication Review Committee: Kaaijk (chair), Puglisi, Weiss

9. PROGRAMME ACTIVITIES (11.30 – 15.00)
(5 minutes unless noted differently below)

9.1* ISES Collaboration – *Dave Renné/Ken Guthrie (30 minutes)*

9.2 SHC 2014 & 2015 – *Stefanie Hermann/Beatrice Feuerbach (15 minutes plus 15 minute discussion)*

- Committee: Bosselaar, Donat, Guthrie, He Tao (Scientific Chair), Köhl, McClenahan, Murphy, Weiss, Industry chair TBD

LUNCH (12:30 – 13.30)

9.3 SHC Information Centre – *Chairman (20 minutes)*

- Steering Committee: Bosselaar, Guthrie, Heinze, He Tao, Köhl, Martin, Mugnier, Murphy

9.4* SHC Website – *Randy Martin (20 minutes)*

- Committee: Bosselaar, Mugnier, Wall and Murphy

9.5 Trade Association Meeting – *Lex Bosselaar (20 minutes)*

- Committee: Bosselaar (chair), Donat, McClenahan, Guthrie, Weiss, Mugnier

9.6 2014 & 2015 Solar Award – *Doug McClenahan*

- Committee: McClenahan (chair), He Tao, Guthrie, Köhl, Weiss

9.7 IEA Building Coordination Group – *Lex Bosselaar*

9.8 Eurostat – *Lex Bosselaar*

9.9 Chinese Roadmap – *Jens Windeleff*

COFFEE BREAK (15.00 – 15.15)

10. VICE CHAIR ELECTION (15.15 – 15.30)

11. FINANCIAL MATTERS (15.30 – 16.00)

11.1* 2014 Final Financial Report – *Chairman*

11.2* 2015 Proposed Budget – *Chairman*

12. NEXT MEETINGS

(16.00 – 16.30)

- 12.1 2015 Meeting
- 77th meeting: 15-17 June (Netherlands offered to host)
 - 78th meeting: October, Istanbul, Turkey in conjunction with SHC 2015
- 12.2 2016 Meetings
- 79th meeting: May
 - 80th meeting: November

Countries in queue to host a meeting: Mexico, Portugal, Australia, Spain, Netherlands, Sweden

Discussion papers/reports noted with a (*) send out at least 2 weeks in advance – no later than **Wednesday, October 1**

Tasks with September Experts Meetings send out by **Monday, October 6**
Tasks with October Experts Meetings send out by **Monday, October 13**

OUTSTANDING PUBLICATIONS & POSITION PAPERS

Task 39

1. Position Paper – to be completed by December 31, 2014

Task 40

1. Position Paper – to be completed by December 31, 2014
2. Source Book Volume 2: Modeling, Design, and Optimization Net Zero Energy Buildings– scheduled to be published by Wiley December 2014
3. Book Volume 3: Solution Sets for Net Zero Energy Buildings: Feedback from 30 Net-ZEBs worldwide– to be sent for ExCo review December 2014; scheduled to be published by Wiley May/June 2015

Task 42

1. Position Paper (Phase 1 work) – to be completed by October 1, 2014
2. A2.1: Development of a Test-Standard for PCM and TCM Characterization - Part 1: Characterization of Phase Change Materials
3. B3.2: State of the art on numerical modelling of high temperature Thermal Energy Storage applications – Data base on materials engineering and processing
4. B3.3: Laboratory scale application of process heat at 200 °C
5. B3.5: Life Cycle Analysis for Concentrated Solar Power storage
6. B3.6: Final Report WG B3 on High Temperature Applications

Task 44

1. Solar and Heat Pump Systems – A Handbook – to be published by Wiley soon

Task 47

1. Position Paper – to be completed by December 31, 2014