

78th EXECUTIVE COMMITTEE MEETING
OF THE
IEA SOLAR HEATING AND COOLING PROGRAMME
November 30 – December 1, 2015 Istanbul, Turkey

Hotel Armada
Old City Istanbul

SCHEDULE

Sunday, November 29

19.00 – 21.00 OA Meeting
Hotel Armada
For all OAs and those proposing new work

Monday, November 30

8.30 – 17.00 ExCo Meeting
Hotel Armada

19.00 ExCo Dinner

Tuesday, December 1

9.00 – 17.00 ExCo Meeting
Hotel Armada

A bus will leave the Hotel Armada to transport everyone to the SHC 2015 conference and WoW Istanbul hotel following the meeting.

Wednesday, December 2 – Friday, December 4

SHC 2015
WoW Conference Center

All are encouraged to attend **our** SHC 2015 conference.
ExCo members and OAs should register under the *Committee ticket*, € 670.
The SHC 2015 Solar Award will be presented at the conference dinner, € 65.

SHC EXECUTIVE COMMITTEE
78th MEETING AGENDA

MONDAY, November 30th

- I. GENERAL BUSINESS (8.30 - 9.00)
 - I.1 Welcome – Chairman
 - I.2 Apologies and Introductions – Chairman
 - I.3 Agenda Confirmation – Chairman
 - I.4 Approval of Minutes of the Previous Meeting – Chairman
 - I.5 Review of Action Items and Outstanding Reports – Chairman

2. FINANCIAL REPORT (9.00 – 9.45)
 - 2.1* 2015 Budget Report – *Chairman*
 - 2.2* 2016 Proposed Budget – *Chairman*
 - 2.3 SHC Account – *Chairman*

3. ADMINISTRATIVE REPORTS (9.45 – 11.30)
 - 3.1* Chairman's Report – *Chairman (5 minutes)*
 - 3.2* Implementing Agreement Report – *Chairman (5 minutes)*
 - 3.3* Executive Secretary Report – *Pam Murphy (5 minutes)*
 - 3.4* IEA Secretariat Report – *Yasuhiro Sakuma/Yasmina Abdelilah (10 minutes)*
 - 3.5* IEA and SHC Collaboration (15 minutes)
 - IEA workshop Preparing the next 40 years of multilateral energy technology collaboration – *Lex Bosselaar (5 minutes)*
 - ETP 2016 – *Ricardo Enriquez (Working Group: Enriquez (chair), Bosselaar, de Boer, Herkel, Nielsen, Wall) (5 minutes)*
 - Industry Coordination Group – *Werner Weiss (5 minutes)*

 - COFFEE BREAK (10.30 – 10.45)**

 - 3.6 Operating Agents Meeting Report – *Sebastian Herkel (10 minutes)*
 - 3.7* SHC Information Centre – *Chairman (15 minutes)*
 - New SHC “brand”
 - Steering Committee: *Guthrie (Chairman), He Tao, Bosselaar, Edwards, Heinze, Mugnier, Martin, Murphy*

3.8* SHC 2015 update – *Beatrix Feuerbach (10 minutes)*

4. STRATEGIC PLANNING (11.30 – 13.00)

4.1* Future SHC Conferences – *Chairman (25 minutes)*
Committee: Lex Bosselaar, Ken Guthrie, Daniel Mugnier, Pam Murphy

4.2* Solar Academy Proposal – *Werner Weiss (20 minutes)*

4.3 Solar Heat Worldwide 2016 (Costs & Jobs) – *Werner Weiss (10 minutes)*

4.4* Collaboration with solarthermalworld.org – *Bärbel Epp (10 minutes)*

4.5* Key Performance Indicators (KPI) – *Daniel Mugnier/Christoph Brunner (10 minutes)*

4.6* Improving Programme Efficiency – *Ken Guthrie (15 minutes)*

LUNCH (13.00 – 14.00)

5. PROPOSED WORK (14.00 – 15.30)
(10 minutes plus 15 minutes discussion)

5.1* Building Integrated Solar Envelope Systems for HVAC and Lighting
(Task Definition Phase) – *Roberto Fedrizzi*

- ExCo vote to approve Annex, Work Plan, Information Plan

5.2* Large Scale Solar District Heating and Cooling Systems (Task Definition
Phase) – *Sabine Putz*

- ExCo vote to approve Annex, Work Plan, Information Plan

5.3* International Standards & Global Certification (Task Definition Phase) –
Jan Erik Nielsen

- ExCo vote to approve Annex, Work Plan, Information Plan

5.4* Deep Renovation of Historic and Listed Buildings Towards Lowest
Possible Energy Demand and CO2 Emission (Concept Phase) – *André De
Herde (5 minutes)*

COFFEE BREAK (15.30 – 15.45)

6. NEXT MEETINGS (15.30 – 16.00)

6.1 2016 Meetings

- 79th meeting: June 2-3, Spain
- 80th meeting: November, Doha, Qatar

6.2 2017 Meetings

- 81st meeting: May/June: Proposed joint meeting with IEA EBC
- 82nd meeting: November

Countries in queue to host: Portugal, Australia, Sweden, Austria, Switzerland, Norway, France

7. TURKEY PRESENTATION (16.00 – 16.30)
8. WRAP UP OF THE DAY (16.30 – 16.45)

TUESDAY, December 1st

9. PROPOSED WORK (cont.'d) (9.00 – 9.30)
(10 minutes *plus* 15 minutes discussion)
- 9.1* Thermal Energy Storage (Concept Phase) – Wim van Helden
 - ExCo vote to approve Concept Paper and start of Task Definition Phase
10. FINAL MANAGEMENT REPORTS (9.30 – 10.30)
(Please allot a minimum of 5 minutes for discussion)
- 10.1* Task 42: Compact Thermal Energy Storage – Matthias Rommel (30 minutes)
 - ExCo vote on Final Management Report and Task Evaluation
 - Publication Review Committee: Bosselaar (chair), Donat, McClenahan
- 10.2* Task 43: Rating & Certification Procedures – Jan Erik Nielsen (30 minutes)
 - ExCo vote on Final Management Report and Task Evaluation
 - Publication Review Committee: Windeleff (chair), Guthrie, McClenahan

COFFEE BREAK (10.30 – 10.45)

11. TASK STATUS REPORTS (10.45 – 15.30)
(Please allot a minimum of 5 minutes for discussion)
- 11.1* Task 46: Solar Resource Assessment and Forecasting – Dave Renné (20 minutes + 10 minutes technical highlights)
 - Participating ExCo vote on Task Status Report
 - Task Publication Review Committee: Bosselaar, Donat, Eckmanns
- 11.2* Task 49: Solar Heat Integration in Industrial Processes – Christoph Brunner (20 minutes + 10 minutes technical highlights)
 - Participating ExCo vote on Task Status Report
 - Publication Review Committee: Weiss (chair), Mendes, Enríquez
- 11.3* Task 50: Advanced Lighting Solutions for Retrofitting Buildings – Jan de Boer (20 minutes + 10 minutes for Lighting Retrofit Advisor demo)
 - Participating ExCo vote on Task Status Report
 - Task Publication Review Committee: Heinze (chair), Puglisi, Weiss

LUNCH (12.30 – 13.30)

- 11.4* Task 51: Solar Energy and Urban Planning – Maria Wall (20 minutes + 10 minutes technical highlights)
 - Participating ExCo vote on Task Status Report
 - Task Publication Review Committee: Sjödin (chair), Heinze, Puglisi

- 11.5* **Task 52: Solar Heat & Energy Economics – Sebastian Herkel (20 minutes + 10 minutes technical highlights)**
- Participating ExCo vote on Task Status Report and Mid-term Evaluation
 - *Task Publication Review Committee: Donat (chair), Weiss, Windeleff*
- 11.6* **Task 53: New Generation Solar Cooling and Heating Systems – Daniel Mugnier (20 minute + 10 minutes technical highlights)**
- Participating ExCo vote on Task Status Report
 - *Task Publication Review Committee: Kaaijk (chair), Puglisi, Weiss*
- COFFEE BREAK (14.45 – 15.00)**
- 11.7* **Task 54: Price Reduction of Solar Thermal Systems – Michael Köhl (20 minutes)**
- Participating ExCo vote on Task Status Report and Information Plan
 - *Task Publication Review Committee: TBD*
- 12. PROGRAMME ACTIVITIES (15.30 – 15.45)**
(5 minutes unless noted differently below)
- 12.1 **2015 Solar Award – Doug McClenahan (5 minutes)**
- *Committee: McClenahan (chair), Guthrie, Mugnier, He Tao, Weiss*
- 12.2 **Trade Association Meeting – Lex Bosselaar (5 minutes)**
- *Committee: Bosselaar (chair), Donat, McClenahan, Guthrie, Weiss, Mugnier, Nielsen, Bayraktar*
- 12.3 **ISES Collaboration – Dave Renné (5 minutes)**
- *Committee: Renné, Guthrie, Mugnier, Murphy, Jenny McIntosh (ISES)*
- 13. CHAIR ELECTION (15.45 – 15.50)**
- 13.1 June 2016 election
- 14. 2016 BUDGET REVISITED (15.50 – 16.00)**
- 14.1 **Final 2016 Budget - Chairman or Secretariat**
Update on item 2.2 to include any changes from subsequent decisions.
- 15. CLOSING (16.00)**
- 15.1 **Meeting Questionnaire**
- **What went well? What could be improved? Your highlight of the meeting?**