

79th EXECUTIVE COMMITTEE MEETING  
OF THE  
IEA SOLAR HEATING AND COOLING PROGRAMME  
June 1 – 3, 2016 Almería, Spain

Hotel Tryp Indalo Almería

SCHEDULE

Wednesday, June 1

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|---------------|--|
| 9.00 – 12.30  | <b>Technical Tour – Plataforma Solar de Almería</b>  |
| 13.30 – 17.30 | <b>Strategic Planning Workshop</b><br>Hotel Tryp Indalo Almería<br><i>All ExCo members are encouraged to attend and OAs welcome.</i> |
| 18.00         | <b>SHC Website Training Session</b><br>Hotel Tryp Indalo Almería<br><i>For interested OAs, but all are welcome</i>                   |
| 19.00 – 21.00 | <b>OA Meeting</b><br>Hotel Tryp Indalo Almería<br><i>For all OAs and those proposing new work. Food will be provided.</i>            |

Thursday, June 2

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|--------------|--|
| 8.30 – 17.30 | <b>ExCo Meeting</b><br>Hotel Tryp Indalo Almería     |
| 20.00        | <b>ExCo Dinner</b><br>Restaurant Club de Mar Almería |

Friday, June 3

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| 9.00 – 16.00 | <b>ExCo Meeting</b><br>Hotel Tryp Indalo Almería |
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## AGENDA

### 79<sup>th</sup> SHC Executive Committee Meeting

**THURSDAY, June 2<sup>nd</sup>**

- I. 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. FINANCIAL REPORT (9.00 – 9.15)
  - 2.1\* 2015 Final Financial Report – *Chairman*
  - 2.2\* 2016 Budget Report – *Chairman*
  
3. ADMINISTRATIVE REPORTS (9.15 – 10:15)
  - 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 – *TBD (10 minutes)*
  - 3.5\* IEA and SHC Collaboration *(15 minutes)*
    - REVP – *Chairman (5 minutes)*
    - Building Coordination Group – *Ricardo Enriquez (5 minutes)*
  - 3.6 Operating Agents Meeting Report – *Sebastian Herkel (15 minutes)*

**COFFEE BREAK (10.15 – 10.30)**
  
4. STRATEGIC PLANNING (10:30 – 12.30)
  - 4.1 Revisit of Wednesday Strategic Planning Workshop – *Chairman (15 minutes)*
  - 4.2 SHC Conference
    - 4.2.1\* SHC 2015 Final Report – *Daniel Mugnier (10 minutes)*
    - 4.2.2 2017 Conference & Beyond – *Chairman (15 minutes)*
      - Committee: *Lex Bosselaar, Ricardo Enriquez, Ken Guthrie, Daniel Mugnier, Pam Murphy*
  - 4.3\* Solar Academy (Definition Phase) – *Werner Weiss (10 minutes plus 15 minutes discussion)*
    - ExCo vote to approve
  - 4.4 Proposed New Tasks
    - 4.4.1\* Thermal Energy Storage (Task Definition Phase) – *Wim van Helden (10 minutes plus 15 minutes discussion)*
      - ExCo vote to approve Annex, if ready

- 4.4.2\* **Deep Renovation of Historic and Listed Buildings Towards Lowest Possible Energy Demand and CO2 Emission (Concept Phase) – Alexandra Trio (10 minutes plus 15 minutes discussion)**
- ExCo vote to approve Concept Paper and start of Task Definition Phase

**5. FINAL MANAGEMENT REPORTS & PROPOSED FOLLOW-ON TASKS**

**(12.30 – 15.30)**

- 5.1\* **Final Management: Task 49: Solar Heat Integration in Industrial Processes – Christoph Brunner (30 minutes)**
- ExCo vote on Final Management Report and Task Evaluation
  - *Task Publication Review Committee: Werner Weiss (chair), Ricardo Enriquez, Joao Mendes*

**LUNCH (13.00 – 14.00)**

- 5.2\* **Proposal: Task 49 Follow-on (Concept Paper) – Christoph Brunner (10 minutes plus 15 minutes discussion)**
- ExCo vote to approve Concept Paper and start of Task Definition Phase
- 5.3\* **Final Management: Task 50: Advanced Lighting Solutions for Retrofitting Buildings – Jan de Boer (30 minutes)**
- ExCo vote on Final Management Report and Task Evaluation
  - *Task Publication Review Committee: Mira Heinze (chair), Giovanni Puglisi, Werner Weiss*
- 5.4\* **Proposal: Task 50 Follow-on (Concept Paper) – Jan de Boer (10 minutes plus 15 minutes discussion)**
- ExCo vote to approve Concept Paper and start of Task Definition Phase

**COFFEE BREAK (15.30 – 15.45)**

**6. PROGRAMME ACTIVITIES**

**(15.45 – 17.15)**

- 6.1 **Solar Heat Worldwide 2016 – Werner Weiss (15 minutes)**
- 6.2\* **SHC Information Centre – Chairman (15 minutes)**
- *Steering Committee: Ken Guthrie (Chairman), He Tao, Lex Bosselaar, Mira Heinze, Daniel Mugnier, Randy Martin, Pam Murphy*
- 6.3\* **SHC Website – Randy Martin (15 minutes)**
- Website tour
- 6.4\* **Collaboration with solarthermalworld.org – Bärbel Epp (15 minutes)**
- 6.5\* **Trade Association Meeting – Lex Bosselaar (15 minutes)**
- Proposed changes to MOU
  - Select new Committee Chair
  - *Committee: Bosselaar (chair), Peter Donat, Doug McClenahan, Ken Guthrie, Werner Weiss, Daniel Mugnier, Jan Erik Nielsen, Kemal Bayraktar*
- 6.6 **2015 & 2017 Solar Award – Doug McClenahan (10 minutes)**
- *Committee: Doug McClenahan (chair), Ken Guthrie, Daniel Mugnier, He Tao, Werner Weiss*

**7. WRAP UP OF THE DAY**

**(17.15 – 17.30)**

Agenda for 79th IEA SHC Executive Committee Meeting  
Almería, Spain

**FRIDAY, June 3<sup>rd</sup>**

**8. TASK STATUS REPORTS (9.00 – 13.00)**

*(Please allot a minimum of 5 minutes for discussion)*

**8.1\* 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: Lex Bosselaar, Peter Donat, Andreas Eckmanns

**8.2\* 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: Anna Pettersson (chair), Mira Heinze, Giovanni Puglisi

**8.3\* 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: Peter Donat (chair), Werner Weiss, Jens Windeleff

**COFFEE BREAK (10.30 – 10.45)**

**8.4\* Task 53: New Generation Solar Cooling and Heating Systems – Daniel Mugnier (20 minutes + 10 minutes technical highlights)**

- Participating ExCo vote on Task Status Report
- Task Publication Review Committee: Paul Kaaijk (chair), Peter Donat, Giovanni Puglisi, Werner Weiss

**8.5\* Task 54: Price Reduction of Solar Thermal Systems – Michael Köhl (20 minutes + 10 minutes technical highlights)**

- Participating ExCo vote on Task Status Report and Information Plan
- Task Publication Review Committee: Peter Donat (chair), Werner Weiss, He Tao

**8.6\* Task 55: Towards the Integration of Large SHC Systems into DHC Networks – Sabine Putz (20 minutes)**

- Participating ExCo vote on Work Plan
- Task Publication Review Committee: Werner Weiss (chair), Doug McClenahan, (need 1 more)

**8.7\* Task 56: Building Integrated Solar Envelope Systems for HVAC and Lighting – Roberto Fedrizzi (20 minutes)**

- Participating ExCo vote on Task Status Report and Work Plan
- Task Publication Review Committee: Giovanni Puglisi (chair), Peter Donat, Ricardo Enriquez

**8.8\* Task 57: Solar Standards & Certification – Jan Erik Nielsen (20 minutes)**

- Participating ExCo vote on Task Status Report and Work Plan
- Task Publication Review Committee: new Denmark ExCo (chair), Peter Donat, (need 1 more)

**LUNCH (13.00– 14.00)**

**9. NEXT MEETINGS (14.00 – 14.45)**

**9.1\* 2016 Meetings**

- 80<sup>th</sup> meeting: November 7-10, Doha, Qatar
  - 7<sup>th</sup>: technical tour, 8<sup>th</sup>: national day; 9-10<sup>th</sup> ExCo Meeting
  - ExCo vote on national day proposal

**9.2 2017 Meetings**

- 81<sup>st</sup> meeting: June:: Proposed joint meeting with IEA EBC in UK
- 82<sup>nd</sup> meeting: November/December: Melbourne, Australia (possible joint meeting with PVPS)

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

**10. CHAIR ELECTION (14.45 – 15.00)**

**11. 2016 BUDGET REVISITED (15.00 – 15.15)**

**12. CLOSING (15.30 – 16.00)**

*Meeting Questionnaire – What went well? What could be improved? Your highlight of the meeting?*

**COFFEE BREAK (16.00)**