

**Third Steering Committee meeting and Second BELIEF Workshop
Bratislava (SK), 13th & 14th February 2007**

With the support of:

Intelligent Energy  Europe

HKA1 – Sustainable Energy Communities

Agenda

NB: BELIEF partners already in Bratislava on Monday evening 12 February may take part in a site visit that will be organised on Tuesday 13 morning in Bratislava-Vrakuna (see information sent together with the practical information).

Tuesday 13 afternoon from 12.00 to 18.00 - Steering Committee

13.30 – 14.00	<p>Opening and welcome Andrey Durkovsky, Mayor of Bratislava</p> <p><u>Integrating sustainable energy issues into our practices: a question of culture</u> G�rard Magnin, Executive Director, Energie-Cit�s</p> <p>Presentation of the Steering Committee and Workshop Jean-Pierre Vallar, Energie-Cit�s</p>
14.00 – 15.00	<p><u>Review of the tasks carried out since the second Steering Committee in Rennes</u> Jean-Pierre Vallar, Energie-Cit�s</p>
15.00 – 16.00	<p><u>Project implementation in the 20 BELIEF communities</u> Jean-Pierre Vallar, Energie-Cit�s</p>
16.15 – 17.00	<p><u>BELIEF monitoring & benchmarking tool</u> Jean-Pierre Vallar, Energie-Cit�s - <u>working document</u></p>
17.00 – 17.30	<p><u>Administrative and financial issues</u> Jean-Pierre Vallar, Energie-Cit�s - <u>Financial guidelines</u> - <u>Budget amendments/shifts</u></p>
17.30 – 18.00	<p><u>Tasks up to the next Steering Committee (June 2007)</u> Jean-Pierre Vallar, Energie-Cit�s - <u>CMS and Sympa guidelines</u> - <u>“20 communities” city websites</u></p>

Wednesday 14 all day from 9.00 to 16.00 - Workshop

Based on the experience gained by the BELIEF communities, the Workshop has the objective to reinforce their capacity building on different topics (Local Intelligent Energy Forum setting up and running; Sustainable Energy Action Plan; etc.).

9.00 – 10.30	Session 1: The Local Intelligent Energy Forum (LIEF) Exchange of experience on how to set up and run a LIEF Document presenting the 3 sessions
11.00 – 12.30	Session 2: The Sustainable Energy Action Plan (SEAP) Exchange of experience on how to prepare a SEAP
14.00 – 16.00	Session 3: Preparation of the recommendation guide Valorisation of the experience gained by the 20 BELIEF communities recommendations identified in the first 10 shining examples