

## 5<sup>th</sup> Steering Committee meeting, 4<sup>th</sup> BELIEF Workshop & Conference Rimini (IT), 8-10 November 2007 – DRAFT AGENDA

With the support of:



HKA1 – Sustainable Energy Communities

### Thursday 8<sup>th</sup> from 9.00 to 13.00 - Steering Committee

9.00 – 9.30	<p><b>Opening and welcome</b></p> <ul style="list-style-type: none"> <li>- Andrea ZANZINI, Councillor for Environment &amp; Energy Policy, Comune di Rimini</li> <li>- Francesco BICCIATO, Councillor for Environment Policy, Comune di Padova</li> </ul> <p><b>Short introduction round / presentation of each participant</b></p> <ul style="list-style-type: none"> <li>- ALL</li> </ul> <p><b>Presentation of the Steering Committee and Workshop</b></p> <ul style="list-style-type: none"> <li>- Jean-Pierre Vallar, Energie-Cités</li> </ul>
9.30 – 9.45	<p><b><u>Review of the main tasks</u></b> carried out since the 4<sup>th</sup> Steering Committee in Sevilla with a special focus on:</p> <ul style="list-style-type: none"> <li>- <b>Preparation &amp; layout of the second 10 shining examples</b> (communities concerned: Beltinci, Bistrita, Grenoble, Leicester, Napoli, Nikea, Padova, Sevilla, Sofia, Vila Nova de Gaia)</li> <li>- <b>Preparation of communication &amp; dissemination products:</b> i) Community presentation leaflets; ii) Community posters; iii) BELIEF e-Newsletter – Issue N°5</li> </ul> <p>Jean-Pierre Vallar, Energie-Cités</p>
9.45 – 10.45	<p><b><u>Board of common performance indicators and BELIEF monitoring &amp; benchmarking tool</u></b></p> <ul style="list-style-type: none"> <li>- <u>Review per community:</u> Progress &amp; achieved results against initial objectives; deviations &amp; corrective actions taken</li> </ul>
11.00 – 11.30	<p><b>Upload of <u>Community materials</u> (Forum minutes, Action plans, etc.) on the BELIEF Website (“20 communities” section)</b></p> <ul style="list-style-type: none"> <li>- Presentation of the common framework</li> <li>- Discussion on relevant materials to upload</li> </ul>
11.30 – 12.15	<p><b><u>BELIEF recommendation guide</u></b></p> <ul style="list-style-type: none"> <li>- Presentation of the draft table of contents</li> <li>- New ideas regarding the contents and crucial information to be included</li> </ul>

12.15 – 12.45	<p><b><u>Administrative and financial issues</u></b></p> <p>Jean-Pierre Vallar, Energie-Cités</p> <ul style="list-style-type: none"> <li>- Interim technical implementation report and Interim financial statement (<u>introduced in July 2007</u>)</li> <li>- <a href="#">Feedback from the EACI on the Interim reports</a></li> <li>- Next technical implementation report (to be introduced in January 2008)</li> <li>- Second pre-financing</li> <li>- Budget amendments/shifts</li> </ul>
12.45 – 13.00	<p><b><u>Main tasks up to the end of the project</u></b></p> <p>Jean-Pierre Vallar, Energie-Cités</p> <p><b>BELIEF final conference: location and dates</b></p> <p><b>BELIEF follow up project</b></p>

*Thursday 8<sup>th</sup> from 14.15 to 17.30 – Workshop (part I)*

**General presentation**

14.15 – 15.45	<p><b>Session 1: An output of the LIEF: The “Project round tables”</b></p> <p><b>Exchange of experience on how to <u>set up, organise, manage, evaluate and ensure successful</u> “<a href="#">Project round tables</a>”</b></p> <p>Introduction to the “Project Round Tables” approach  <b>Georg Von Nessler</b>, Senior Consultant, IP-Building</p> <p>Questions and answers about the approach presented &amp; discussion</p> <p><u>Role play game</u>  Facilitation: role set up, debriefing by Georg Von Nessler</p> <p><i>Methodology:</i></p> <ul style="list-style-type: none"> <li>• <i>A group of 6-8 people will take part in a role play game. The aim will be to plan a new municipal - administrative building</i></li> <li>• <i>Each person will play a role (e.g. Mayor, Architect, City Energy Dept., Chief technician, University chair for Environment, NGO... and facilitator)</i></li> <li>• <i>The other participants will be asked to give their views on the role play game</i></li> <li>• <i>Debriefing</i></li> </ul>
16.00 – 17.30	<p><b>Session 2: Promoting local energy citizenship – How to get NGO’s and associations on board?</b></p> <p><b>Exchange of experience on how the BELIEF Communities <u>involved</u> NGO’s and associations in their LIEF and/or SEAP (consumer associations; citizens’ information centres; environmental protection groups; housing associations; sport clubs; etc.)</b></p> <p><u>BELIEF Communities</u> to share their experience:  <a href="#">Southwark</a>; <a href="#">München</a>; <a href="#">Padova</a></p> <p>After each presentation, a few “hot” questions will be taken</p>

	<p><u>Work in small groups</u> Facilitation: Jean-Pierre Vallar &amp; Ian Turner</p> <p><i>Methodology:</i></p> <ul style="list-style-type: none"> <li>• <i>Workshop participants will be split in groups of 4-6 people with the objective to identify strong points &amp; points to be improved in relation to the presentations made</i></li> <li>• <i>Overall synthesis and discussion / ideas on the main points identified</i></li> </ul>
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**Friday 9<sup>th</sup> from 9.30 to 13.00 – Workshop (part II)**

9.30 – 11.00	<p><b>Session 3: Promoting local energy citizenship – How to develop and run awareness raising and communication activities (campaigns; media; websites; etc.)?</b></p> <p><b>Exchange of experience on how the BELIEF Communities <u>developed and ran successful awareness raising and communication activities within BELIEF</u></b></p> <p><u>BELIEF Communities</u> to share their experience: <a href="#">München</a>; <a href="#">Leicester</a>; <a href="#">Grenoble</a>; <a href="#">Sofia</a> After each presentation, a few “hot” questions will be taken</p> <p><u>Work in small groups</u> Facilitation: Jean-Pierre Vallar &amp; Ian Turner</p> <p><i>Methodology:</i></p> <ul style="list-style-type: none"> <li>• <i>Workshop participants will be split in groups of 4-6 people with the objective to identify strong points &amp; points to be improved in relation to the presentations made</i></li> <li>• <i>Overall synthesis and discussion / ideas on the main points identified</i></li> </ul>
11.30 – 13.00	<p><b>Session 4: Promoting local energy citizenship – Special focus on how to educate children and young people for tomorrow?</b></p> <p><b>Exchange of experience on how the BELIEF Communities <u>addressed and reached these specific target groups</u></b></p> <p><u>BELIEF Communities</u> to share their experience: <a href="#">Almada</a>; <a href="#">Modena</a> After each presentation, a few “hot” questions will be taken</p> <p><u>Work in small groups</u> Facilitation: Jean-Pierre Vallar &amp; Ian Turner</p> <p><i>Methodology:</i></p> <ul style="list-style-type: none"> <li>• <i>Workshop participants will be split in groups of 4-6 people with the objective to identify strong points &amp; points to be improved in relation to the presentations made</i></li> <li>• <i>Overall synthesis and discussion / ideas on the main points identified</i></li> </ul>

**Friday 9<sup>th</sup> from 15.00 to 18.00 – Conference “Local Intelligent Energy Forums for the development of Sustainable Energy Communities”**

15.00 – 18.00	<p>Facilitation by Energie-Cités (<a href="#">Conference &amp; BELIEF presentation</a>)</p> <p>In addition to <a href="#">Rimini</a>, <a href="#">Napoli</a>, <a href="#">Padova</a> and <a href="#">Modena</a>, presentations were made by the following BELIEF communities: <a href="#">München</a>, <a href="#">Frankfurt</a> and <a href="#">Grenoble</a></p>
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