

**RED WoLF kick-off meeting.**

**Leeds, 15-16 May 2019**

<b>15 May</b>	
<b><u>Coffee</u></b>	8:30 - 9:00
<b>Giuseppe</b> (LBU): outline of the day; introduce new people	9:00 - 9:10
Welcome to Leeds Beckett University from <b>Prof. Dorothy Monekosso</b> , Director of Research for Computing & Engineering.	9:10 - 9:20
<b>Laura Joerg</b> (AS): Communication activities in RED WoLF: Interactive session.	9:20 - 10:40
<b><u>Coffee break</u></b>	10:40 – 10:55
<b>Discussion:</b> Planning future involvement of associated partners and external stakeholders; involvement of new ones. Chaired by <b>Simon Gutteridge</b> (WDH).	10:55 – 11:35
<b>Discussion:</b> Updates from the 6 Pilots (WDH, FCH, ITS1, ITS2, EDF1, EDF2). 15 minutes each. Chaired by <b>Stevie Donnelly</b> (ITS). First 5 Pilots.	11:35 -12:50
<b><u>Lunch</u></b>	12:50 – 13:40
<b>Continued -- Discussion:</b> Updates from the Last Pilot.	13:40 - 13:55
<b>SESSION A: Prof Eric Rondeau</b> (UoL) will lead discussion on Smart Storage Driver with Pilots.	13:55 – 14:55
<b>SESSION B:</b> public engagement in RED WoLF. <b>Chair tbd</b>	13:55 – 14:55
<b>Andrew Hunt</b> (OMBC): Buildings' Standards in the context of Long-Term RED WoLF uptake	14:55 - 15:15
<b><u>Coffee break</u></b>	15:15 – 15:30
<b>Round table with Ms Inge Keymeulen (Joint Secretariat and our Project officer), Mr Nigel Yates (Senior accountant at LBU), Ms Janet Mulcrone (business manager at LBU)</b> and all of us, to clarify claims/payments procedures	15:30 – 16:25

<b>Giuseppe:</b> Check next deliverables. How to read the AF, activities and deliverables from the eMS side.	16:25 -16:55
<b>Dinner</b> in Leeds city center	19:30? 20:00?

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<b>16 May</b>	
<u><b>Coffee</b></u>	8:30 - 9:00
<b>Giuseppe:</b> Appoint the Steering Committee and schedule 1 <sup>st</sup> teleconference	9:00 -- 9:20
<b>Ms Inge Keymeulen</b> will speak about Interreg NWE goals and advice RED WoLF partnership	9:20 – 10:00
<b>SESSION A Technical discussion</b> on smart storage drivers and Pilots technology. Chaired by <b>Brian Cassidy</b> (Cork City Council).	10:00 – 11:00
<b>SESSION B Discussion:</b> strategies for LT WP. Merging LT and Communication. Chaired by <b>Dave Catherall</b> (OMBC).	10:00 – 11:00
<u><b>Coffee break</b></u>	11:00 – 11:15
<b>Charlotte Bonner</b> (NUS): Student involvement. <b>Paul Jacobs</b> (Tecnolec) may outline potential synergies with activities for installers.	11:15 – 12:10
<b>Discussion:</b> Plan for next meeting within 6 months; plan partner-to-partner visits; potential conferences and local dissemination; any other business. Chaired by <b>Laura</b> .	12:10 -12:55
<u><b>Lunch</b></u>	12:55 – 13:40