

# Project Partner Meeting

Location: [Institute of Technology, Ash Lane, Sligo, F91 YW50, Ireland]

Date: [September 18, 2019

September 19, 2019]

Time: [9.00 a.m. – 5.00 p.m.

9.00 a.m. – 1 p.m.]

Attendants:

PP	Name	Status	
		Present	Absent
LBU	Colantuono, Giuseppe		
LBU	Shukhobodskiy, Alexander		
LBU	Kor, Ah-Lian		
LBU	Laybourne, Louise		
LBU	Mulcrone, Janet		
LBU	Utley, Jayne		
OMBC	Catherall, Dave		
OMBC	Hunt, Andrew		
ITS	Donnelly, Stevie		
UoL	Georges, Jean-Philippe		
UoL	Rondeau, Eric		
UoL	Sylvain, Kubler		
EDF	Stroleny, Martin		
EDF	Radulescu, Mihai		
EDF	Testard-Vaillant, Francois-Xavier		
WDH	Gutteridge, Simon		
VOL	Jacobs, Paul		
VOL	Verhoeven, Geert		
NUS	Baker, Meg		
AS	Jörg, Laura		
AS	Schellenbach, Siegbert		
NE	Bugnot, Aymeric		

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CCC	Cassidy, Brian		
CHA	Ospina, José		
CHA	Ospina, Ana Lucia		
FCHO	Smith, Jamie		
CDE	Le Goff, Alexandre		

## DAY 1, September 18, 2019

09.00-09.15

**Welcome to Institute of Technology Sligo** (Stevie Donnelly & Dr. John Bartlett (Head of Research) & ITS staff)

09.15-10.30

**RED WoLF's initial 5 months (April-Sept); summary of achievements and areas for improvement** (Giuseppe Colantuono)

1. Discuss some key sections of the partnership agreement. Role of LP and role of PPs: how to help the LP Institution fulfilling their role. Explain that the LP is **required** by the funding body to set deadlines and review the activities of PPs and WP leaders. Risk analysis: the need of tracking certain deliverables before the due date. The discussion will be general; no individual cases (very few; the Partnership is generally doing very well) will be addressed in public.

2. discuss the peculiarity of RED WoLF as an R&D (science/engineering) project; how communication and LT activities should reflect this; how and when involving technical components in dissemination activities. The need of making everybody feeling appreciated and welcome in a project with some aspects of difficult access to people not specifically trained. On the other hand, how to avoid to "forget" the primal reason of the RED WoLF funding.

10.30-12.50

**Updates from Pilot. Each Pilot representative will report on the following topics**

1. Identification of properties: have the houses been chosen?

1b. Description of properties: type of house, topography, exposition to sun. Please show photos/maps.

2. Engineering design: briefly explain what has been done. To be expanded later in the meeting.

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3. Procurement for equipment installation: when is planned?
4. Equipment procured and installed already?
5. Monitoring equipment procured and installed already? To be expanded later in the meeting.
6. Expected timeline until installation completion, to be expanded later in the meeting.
7. Planned communication with tenants. To be expanded later in the meeting
8. AOB

10.30-12.50

**Updates from WDH** (Simon Gutteridge); **CCC** (Brian Cassidy); **CHA** (José Ospina); **FCHO** (Jamie Smith); electrical engineering design consultant appointed by **IT Sligo**.

11.00-11.20

**Coffee Break**

12.50-13.50

**Lunch**

13.50-15.20

**Session A: Stakeholder analysis // Long-Term WP and Communication** (Laura Jörg / Andy Hunt / Dave Catherall)

13.50-15.20

**Session B: Engineering design, Monitoring instrumentation, Equipment (batteries & storage heaters types)** (Geert Verhoeven; includes the presentation of Sylvain Kubler)

15.20-15.35

**Coffee Break**

15.35-15.55

**Summary of Sessions A and B**

15.55-16.15

**Discussion on WP T1** (Giuseppe Colantuono)  

1. Impact of WP T1 on the Project
2. What is expected from WP T1 Leader

16.15-17.00

**Sensing Vision technical presentation** (Benoit Vagneur)

19.30

**Dinner @ 4 & 5 O'Connell St, Sligo, Ireland**  
<https://www.hargadons.com/>

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## DAY 2, September 19, 2019

- 09.00-10.00**      **WP LT update:** Greater Manchester as an example for WP LT. How to extend the model from GM to other regions (Dave Catherall)
- 10.00-11.00**      **Tenant Communication: Introducing “Persona”-methodology (design thinking)** (Laura Jörg).  
**Approaching deliverables of WP C**
1. Presentation of methodology
  2. Interactive session
- 11.00-11.20**      **Coffee Break**
- 11.20-12.20**      **Discussion on Pilot dwellers** (Stevie Donnelly)
1. How to approach Pilot dwellers
  2. Potential issues with dwellers; new dwellers VS existing dwellers
- 12.20-12.50**      **What's next?** (Giuseppe Colantuono)
1. Approaching deliverables and deadlines
  2. Set priorities for next 6 months
  3. 3<sup>rd</sup> PP meeting: place and date
- 12.50-13.40**      **Lunch**
- End of Project Partner meeting.