

**75th EXECUTIVE COMMITTEE MEETING
OF THE
IEA SOLAR HEATING AND COOLING PROGRAMME**
May 16 – 18, 2014 Calgary, Canada

Hyatt Regency Hotel
700 Centre Street, SE

SCHEDULE

Friday, May 16

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| 8.30 | Technical Tour to Drake Landing Solar Community
<i>Depart from Hyatt Regency Hotel</i> |
| 13.00 | Canadian Seminar
<i>Hyatt Regency Hotel</i>
Includes final technical presentations from Task 40: Net Zero Energy Solar Buildings and Task 44: Solar and Heat Pump Systems |
| 18.00 – 20.00 | OA Meeting
<i>Hyatt Regency Hotel</i>
For all OAs and those proposing new work |

Saturday, May 17

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| 8.30 – 18.00 | ExCo Meeting
<i>Hyatt Regency Hotel</i> |
| 19.00 | ExCo Dinner |

Sunday, May 18

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| 9.00 – 16.00 | ExCo Meeting
<i>Hyatt Regency Hotel</i> |
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SHC EXECUTIVE COMMITTEE 75th MEETING AGENDA

SATURDAY, May 17th

- 1. 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. ADMINISTRATIVE REPORTS (9.00 – 10.30)**
 - 2.1 Chairman's Report – *Chairman*
 - 2.2 Implementing Agreement Report – *Chairman*
 - Cooperation with ECREEE
 - US and Finland
 - 2.3* Executive Secretary Report – *Pam Murphy*
 - 2.4* IEA Secretariat Report – *Chairman*
 - 2.5 Operating Agents Meeting Report – *Michael Köhl*

- COFFEE BREAK (10.30 – 10.45)**

- 3. STRATEGIC PLANNING SESSION (10:45 – 11.30)**
 - 3.1* Results of 74th ExCo Meeting Session & Discussion on Future Steps – *Ken Guthrie*

- 4. PROPOSED WORK (11:30 – 12:30)**
(20 minutes plus 10 minute discussion)
 - 4.1* Increasing the Attractiveness of Solar Thermal Systems (Concept Phase) – *Michael Köhl*
 - **ExCo vote** to approve Concept Paper and start of Task Definition Phase or Concept Development Phase
 - 4.2* Task 47 follow on Task (Concept Phase) – *Fritjof Salvesen*

LUNCH (12.30 – 13.30)

5. TASK STATUS REPORTS (13.30 – 18.00)

(Please allot a minimum of 5 minutes for discussion)

- 5.1* Task 39: Polymeric Materials for Solar Thermal Applications – *Michael Köhl (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Donat (chair), Weiss, Sjödin
- 5.2* Task 42: Compact Thermal Energy Storage – *Matthias Rommel (20 minutes plus 10 minute for more in depth technical update)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Bosselaar (chair), Donat, McClenahan
- 5.3* Task 43: Rating & Certification Procedures – *Jan Erik Nielsen (20 minutes plus 10 minutes for Mid-term evaluation)*
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation
 - Publication Review Committee: Windeleff (chair), Guthrie, McClenahan
- 5.4* Task 45: Large Systems: Large Solar Heating/Cooling Systems, Seasonal Storage, Heat Pumps – *Jan Erik Nielsen (20 minutes plus 10 minute for more in depth technical update)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Windeleff (chair), Weiss, Enríquez

COFFEE BREAK (15.50 – 16.05)

- 5.5* Task 46: Solar Resource Assessment and Forecasting – *Dave Rennée (20 minutes plus 10 minutes for Mid-term evaluation)*
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation
 - Publication Review Committee: Habibzadeh (chair), Donat, Eckmanns

6. FINAL MANAGEMENT REPORTS (17.00 – 18.00)

- 6.1* Task 40: Towards Net Zero Energy Solar Buildings – *Josef Ayoub (30 minutes)*
- **ExCo vote** on Final Management Report and draft Position Paper
 - Task/Publication Review Committee: McClenahan (chair), Donat Mendes, Enriquez
- 6.2* Task 44: Solar and Heat Pump Systems– *Jean-Christophe Hadorn (30 minutes)*
- **ExCo vote** on Final Management Report
 - Task/Publication Review Committee: Eckmanns (chair), Guthrie, Zinzi

SUNDAY, May 18th

7. TASK STATUS REPORTS - continued (9.00 – 11.30)
(Please allot a minimum of 5 minutes for discussion)

- 7.1* Task 47: Advanced Renovation in Non-Residential Buildings – *Fritjof Salvesen (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Meir (chair), De Herde, Guthrie
- 7.2* Task 48: Quality Assurance and Support Measures for Solar Cooling – *Daniel Mugnier (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Publication Review Committee: Coulaud (chair), Zinzi, Guthrie
- 7.3* Task 49: Solar Heat Integration in Industrial Processes – *Christoph Brunner (20 minutes plus 10 minutes for Mid-term evaluation)*
- **Participating ExCo vote** on Task Status Report and Mid-term Evaluation
 - Publication Review Committee: Weiss (chair), Mendes, Enríquez
- 7.4* Task 50: Advanced Lighting Solutions for Retrofitting Buildings – *Jan de Boer (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Task/Publication Review Committee: Heinze (chair), Zinzi, Weiss

COFFEE BREAK (10.30 – 10.45)

- 7.5* Task 51: Solar Energy and Urban Planning – *Maria Wall (20 minutes)*
- **Participating ExCo vote** on Task Status Report
 - Task/Publication Review Committee: Sjödin (chair), Heinze, Zinzi
- 7.6* Task 52: Solar Heat & Energy Economics – *Sebastian Herkel (20 minutes)*
- **Participating ExCo vote** on Task Status Report and if appropriate Collaboration with other IAs
 - Task/Publication Review Committee: Donat (chair), Weiss, Windeleff
- 7.7* Task 53: New Generation Solar Cooling and Heating Systems – *Daniel Mugnier (20 minutes)*
- **Participating ExCo vote** on Task Status Report, revised Work Plan and if needed Annex
 - Task/Publication Review Committee: TBD

8. PROGRAMME ACTIVITIES (11.45 – 15.40)
(10 minutes unless noted differently below)

- 8.1* SHC Conference – *Andreas Häberle (45 minutes)*
- Committee: Bosselaar, Donat, Guthrie, He Tao (Scientific Chair), Köhl, McClenahan, Murphy, Weiss, Industry chair TBD

LUNCH (12:30 – 13.30)

- 8.2* SHC Information Centre – *Chairman (20 minutes)*
- Steering Committee members: Bosselaar (ExCo), H. Tao (Vice Chair), Guthrie (Vice Chair), Köhl (OA Chair), Martin (Webmaster), Murphy (SHC Secretariat), Weiss (SHC Chair)
- 8.3* SHC Website – *Chairman*
- 8.4 Trade Association Meeting – *Lex Bosselaar*
- Committee: Bosselaar (chair), Donat, McClenahan, Guthrie, Weiss, Mugnier
- 8.5 SHC 2014 Solar Award – *Doug McClenahan*
- Committee: McClenahan (chair), He Tao, Guthrie, Köhl, Weiss
- 8.6 IEA Building Coordination Group – *Lex Bosselaar*
- 8.7 Eurostat – *Lex Bosselaar*
- 9. FINANCIAL MATTERS (14.50 – 15.15)**

- 9.1* 2013 Final Financial Report – *Chairman*
- 9.2* 2014 Financial Report – *Chairman*

10. NEXT MEETINGS (15.15 – 15.40)

- 10.1 2014 Meeting (*note new dates*)
- 76th meeting: 16-17 October, Beijing, China
In conjunction with SHC 2014 on October 13-15
- 10.2 2015 Meetings
- Spain and Turkey offered to host a meeting in conjunction with SHC 2015.

Other countries in the queue to host a meeting: Mexico, Finland and Portugal

11. CHAIR ELECTION (15:40 – 16.00)

Task Status Reports and discussion papers noted with a (*) are to be circulated at least 2 weeks in advance – no later than **Wednesday, May 1, 2014.**

OUTSTANDING PUBLICATIONS (as of March 18, 2014)

Task 36

1. Handbook – *Proposed change at 75th ExCo meeting*

Task 42

1. A2.1: Development of a Test-Standard for PCM and TCM Characterization - Part 1: Characterization of Phase Change Materials
2. A3.2: Collection of experimental data on the behavior of TCM/PCM-materials to bench-mark numerical codes
3. B3.2: State of the art on numerical modeling of high temperature Thermal Energy Storage applications – Data base on materials engineering and processing
4. B3.3: Laboratory scale application of process heat at 200 °C
5. B3.5: Life Cycle Analysis for Concentrated Solar Power storage
6. B3.6: Final Report WG B3 on High Temperature Applications

Task 44

1. Subtask C: Models of Sub-Components and Validation