

## **TASK 29 PROGRAMME MANAGEMENT MEETING AGENDA: October 2011: Cavtat, Croatia.**

Those attending:

Erik Hohle (Norway)  
Bill White (Canada)  
Julije Domac (Croatia)  
Keith Richards (UK)  
Tina Opalic (Croatia)  
Ivana Loncir (Croatia)

Apologies:

Sebastian Elbe (Germany)  
Anders Lunnan (Norway)

### **1. Welcome from the chair (Keith Richards & Julije Domac)**

Both KR and JD welcomed everyone to the meeting and commented on the successful week in Cavtat. The financing conference was very well attended and a lively event.

### **2. Minutes from the Brightwalton, UK meeting (June 2011) and any matters arising**

The team reviewed the action list and commented as below:

	<b>Actions</b>	<b>Nominated</b>	<b>Activity</b>
2	Production of a case study (Canada))	Bill White	A draft to be submitted by 30th November 2011
3	Production of a case study (Norway)	Erik Hohle	A draft to be submitted by 30th November 2011
4	Review of case studies and the Production of a case study overview suitable for publication	Julije Domac & REGEA	A review has been produced but will be reviewed after the two remaining case studies are completed (see actions 2 & 3). The team are asked to provide any final comments to Julije by 1 <sup>st</sup> December 2011. Some comments have been received and will be recirculated and a deadline of 2 weeks set for final returns. A scientific publication will be produced by Julije with team support. Anders Lunnan will proof read.
7.	Multi-task events	Keith Richards & Julije Domac	We have been invited to join a strategic funded project. Keith and Julije will chase up funding.

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7a.	EXCO seminar (possibly Turkey in Spring 2012)	Keith Richards & Julije Domac	We are to suggest Fuel Poverty/ use of Bioenergy as a possible future workshop topic. Julije to contact John Tustin and Birger Kerchow (Chairman) plus consider Turkey contacts and perhaps FAO as well.
10.	Marketing tools and deliverables (e.g. poster, creation of a Task logo, update of Task brochure and a video illustrating biomass use) are to be reviewed and recommendations brought to the next management meeting	Julije Domac  Julije Domac	A poster has been produced and agreed by the team. Also, issued. A Task logo is not wanted. A short brochure has been produced and circulated.. NEW ACTION: produce a short video promoting the Task to include snippets from each country. Format to be circulated by mid November.
14.	Next meeting in Croatia (Cavtat) to include a conference on finance	Julije Domac	Meeting will be held in Croatia next year as planned but will be on FINANCING AND INVESTMENT. A three day event with the European Investment Bank. There will be two dedicated workshops, one with a Croatian Bank on 'how to make a public sector project bankable'. The other workshop will involve the Covenant of Mayors and the ELENA initiative (projects in cities). The event will take place 19 – 21 <sup>st</sup> October 2011. DONE
16.	Ogulin conference presentations to be made available on the Task website	Julije Domac	Photos DONE and presentations to follow.
17.	EXCO in York feedback	Keith Richards & Julije Domac	DONE
18.	Produce a specification for the UK event in June 2011	Keith Richards	DONE
19.	Aylesbury conference presentations and pictures to be made available on the Task website	Keith Richards & Julije Domac	By end of June DONE
20	Aylesbury conference proceedings to be made available on the Task website	Keith Richards & Julije Domac	By end of July DONE

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21.	Josef Spitzer to be lobbied directly concerning Task participation	Julije Domac	By October Julije will see Josef on 6 <sup>th</sup> December and enquire if Austria is interested in the next prolongation programme. Sweden also a possibility (Erik to investigate). Turkey, Korea, Brazil also may be interested. Countries to be reviewed after the results of the Australian EXCO are known.
22.	Concept and content planning for a Task 29 paper on Entrepreneurship 'models' for competitive biomass supply	Julije Domac	Specification to be produced for discussion by email by end March 2012.
23.	Mid-Task assessment and, if necessary, re-orientation	All	DONE
24.	Publication of a paper in a recognised scientific journal	Sebastian Elbe & Keith Richards	Two papers in progress. Published? Please confirm. Also paper in Biomass & Bioenergy by Anders/ Bill. In progress. Plus Vancouver delayed papers published.
25.	Participation in a major international scientific event	Sebastian Elbe & Keith Richards	Two conferences attended (Austria/ IEA event and 19 <sup>th</sup> Biomass event, Berlin) DONE
26.	Task 29 information web site updating	Julije Domac	Papers after 2004 need including. To be checked and reorganised to make easier to access.
27.	TC request for information on Task deliverables	Keith Richards	End July DONE

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### 3. Programme progress for this Triennium (2010 – 2012)

The team reviewed the programme for 2011 and 2012 and checked for updates/ amendments, as below:

#### SCHEDULE AND MILESTONES 2011 & 2012

2011 - publication of 1<sup>st</sup> workshop proceedings (Norway)

- Workshop 3 Theme: Bioenergy as a solution to fuel poverty in developed nations, co-organised together with Local Government and Social Housing Providers in the UK (SE Region of England)
- Conference/ workshops 4 (19<sup>th</sup>-21<sup>st</sup> October) on Biomass Financing and Investment with the European Investment Bank, Croatian Bank and others including the UNIDO/FAO in Croatia
- concept and content planning for a Task 29 paper on Entrepreneurship 'models' for

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competitive biomass supply

- mid-Task assessment and, if necessary, re-orientation
- publication of a paper in a recognised scientific journal
- participation in a major international scientific event
- Task 29 information web site updating

2012 - publication of 2<sup>nd</sup> & 3<sup>rd</sup> workshop/ seminar proceedings

- participation in a major international scientific event
- final work by scientific experts on issues
- Workshop 4 to be hosted in Germany in June. Theme to be agreed. SE: proposal: Improving socio-economic effects of Bio-Energy – the local and regional perspective.
- Educational website maintenance
- Workshop 5 to be hosted by Canada in late September/ early October.
- Task 29 information web site updating
- summary document, final Task report

ADDITIONS: Community ESCos. To be investigated and a short report produced. This would be a theme to be further explored in any prolongation.

### 4. TL participation in the next EXCO meeting (Australia, November 2011)

Participation is unlikely.

### 5. Meetings in 2012 (if not discussed above)

Keith asked if it was possible to swop the Canada and Germany meetings back to where they were (so Canada in May and Germany in October 2012). Bill was okay with this and would seek linkage with a domestic event (Canadian Biomass Association) that was appropriate. However, Sebastian would also have to be in favour also and Keith would ask him.

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### 6. Task Prolongation and expected participation

We have submitted a Task prolongation proposal to the EXCO for first discussion in Australia (week of 21<sup>st</sup> November 2011).

Keith has been able to confirm that the UK will continue participation through 2012 and possibly beyond. Keith will therefore remain Task Leader until the end of 2012. Thereafter, should the Task continue then it is proposed that Julije become Task Leader. If the UK continue then Keith Richards will become the Associate Task Leader. The OA will also change from the UK to Croatia at that time irrespective of UK participation..

The above was agreed as acceptable (Sebastian also to confirm on behalf of Germany).

**Croatia** has officially said that they will be willing to act as OA.

**Canada** – likely to default to remain in the Bioenergy Agreement but Task participation is not known.

**Norway** has a strong position concerning participation.

**Germany** it was felt was likely to continue (Sebastian to confirm latest understanding)

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**7. Any Other Business**

An IEA Bioenergy news item was requested via John Tustin. It was agreed that Keith and Julije would prepare material based on the two most recent conferences and submit this. (This has been DONE).

**Keith Richards & Julije Domac**  
**Task Leader & Associate Task Leader**