

Intelligent Energy  **Europe**

PEPESEC PROJECT

Contract No. EIE-07-179-S12.466281

Deliverable 1.2 – Project Plan v 1.0

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High Level Project Plan

Contents:

1. Roles and Responsibilities
2. Gantt Chart
3. Questions / issues arising
4. Appendices –
 - i. Overview of the Project (from the Contract)
 - ii. Project deliverables

High Level Project Plan

2) Roles and Responsibilities
(n.b. see Individual Workpackage Plans for Detail)

(L = Lead , D= Deputy, S= Support ,)

| Tasks | MCC | Euro C | MKC | OMB C | CM | SEA | CG | MUR | AMA | CT | EX | ISD | FEW E |
|---|-----|-----------|-----|----------|----|-----|----|-----|-----|----|----|-----|----------|
| 1.Overall project Co-ordination | L | | S | | | | | | | | | | |
| Project Monitoring and Review | | | | L | | | | | | | | S | |
| 2. Develop Knowledge Exchange | | | L | | | | D | | | | | | |
| Identify Local Best Practice Case Studies | S | S | L | S | S | S | D | S | S | S | S | S | S |
| Categorise and Collate Case studies | | S | L | | | | S | | | | | | |
| Create Knowledge Base | D | S | L | | | | | | | | | | |
| Develop Study Visit Program | S | | L | | S | S | S | S | S | S | S | | S |
| 3. Action Planning | D | | | D | | | L | | | | | | |
| Best Practice in Stakeholder engagement | S | | | | | | | | | | | | |
| Map local energy scenarios | S | | | S | S | | L | S | S | | | | |
| Develop template for Stakeholder Engagement | S | | | | | | L | | | | | | |
| 4. Planning for Sustainable Energy Communities | | | | | L | D | | | | | | | |
| Develop Methodology and Template for Energy Planning | | | | | L | S | | | | | | | |

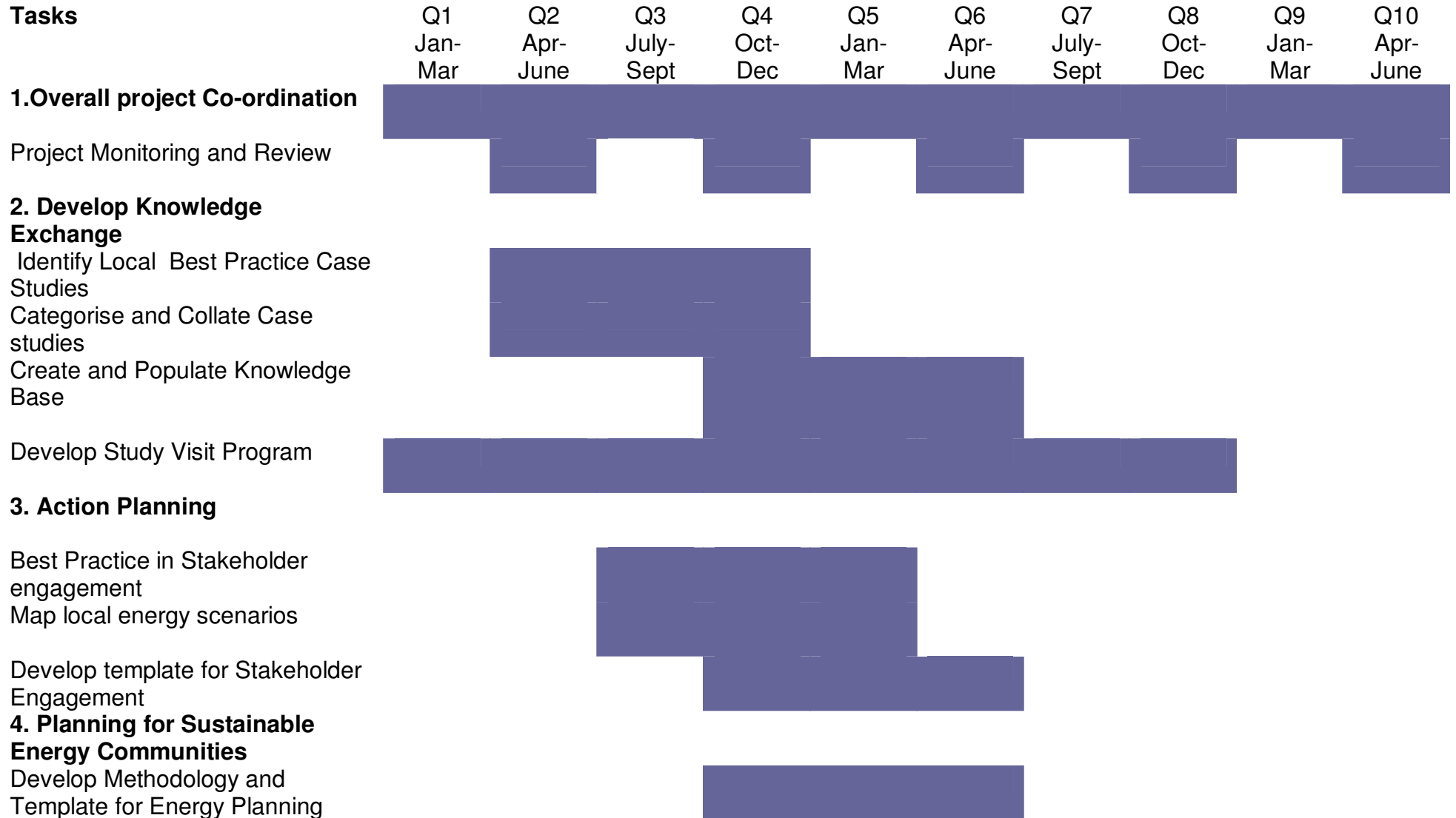
High Level Project Plan

| Tasks | MCC | Euro C | MKC | OMB C | CM | SEA | CG | MUR | AMA | CT | EX | ISD | FEW E |
|--|-----|-----------|-----|----------|----|-----|----|-----|-----|----|----|-----|----------|
| Support Partners in Developing Plans | | | | | L | | | | | | | | |
| 5. Intelligent Systems | L | | | | | | | | D | | | | |
| Visioning Exercise | L | | | | | | | | | | | | |
| Identify Intelligent System to Support Decision Making | L | | S | | | | | | | | | | |
| Demonstrate Systems | L | | S | | | | | | S | | | | |
| Evaluate Potential of Systems | L | | | | S | | S | S | S | S | | S | S |
| 6. Project Evaluation | | | | | | | | | | | | | |
| Produce Evaluation Framework | S | | | | | | | L | | | | S | |
| Undertake Evaluation | | | | S | | | | L | | | | S | |
| Produce Report | S | | | S | | | | L | | | | | |
| 7. Communication and Dissemination | | | | | | | | | | | | | |
| Communication Plan – develop and implement | D | | | | | | | | | L | S | | |
| Develop Web Site | L | | | | | | | | | | | | |
| Dissemination Activity | | S | | | | | | | | | | | |

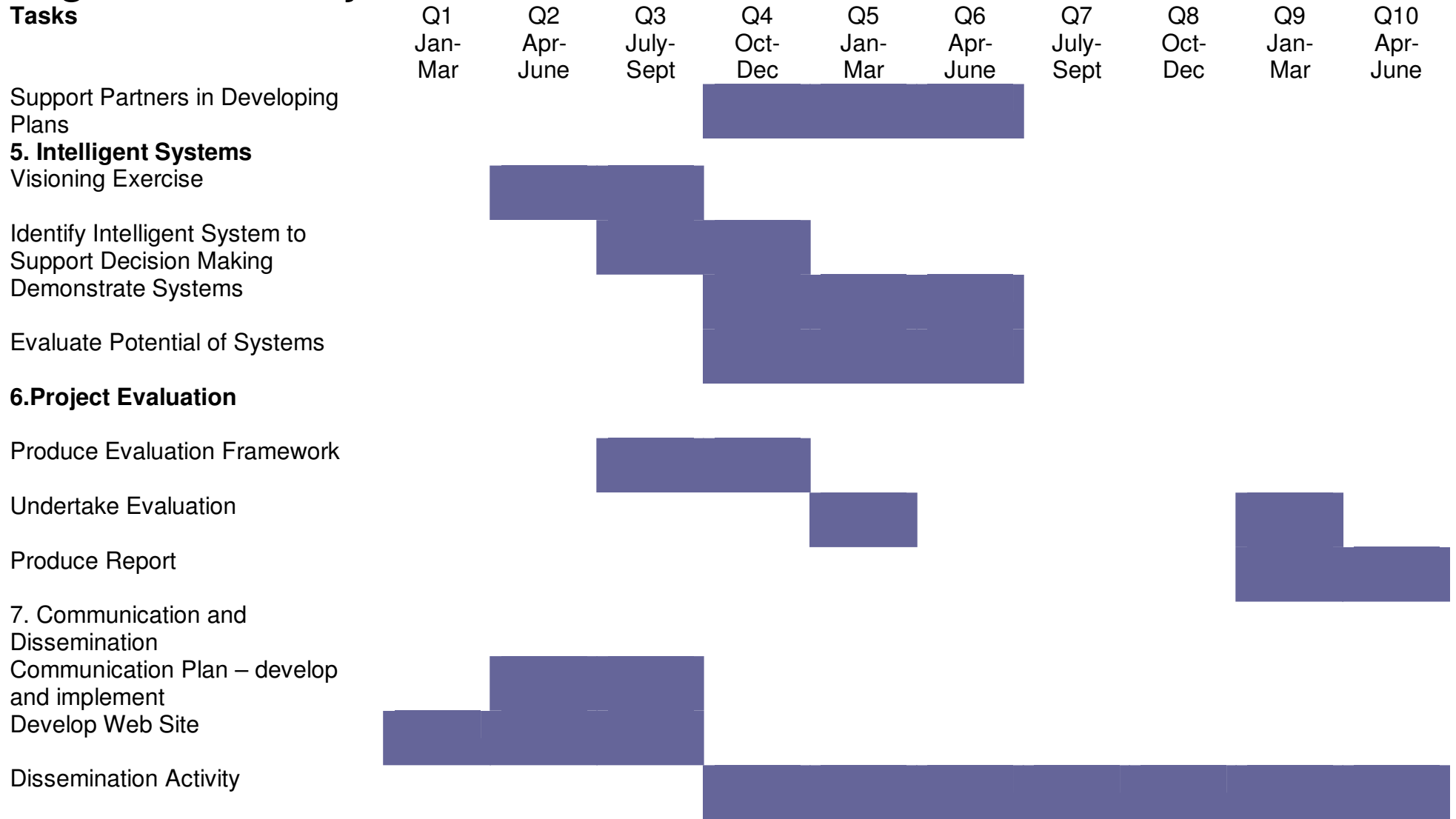
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3) Gantt Chart

Tasks



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3) Questions / issues arising from Work Packages

(to be updated as identified)

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|--|
| Work Package 1 – Project Co-ordination |
| • |
| Work Package 2 – Knowledge Exchange |
| • |
| Work Package 3 – Action Planning |
| • |
| Work Package 4 – Planning for SEC |
| |
| Work Package 5 – Intelligent Systems |
| • |
| Work Package 6 - Evaluation |
| • |
| Work Package 7 – Communications and Dissemination |
| • |
| Work Package 8 – Common Dissemination Activities |
| • |

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6) Appendix

APPENDIX 1 – Overview of the Project (from the Contract)

PEPESEC supports the development of sustainable energy communities by increasing the role of local community planning in developing a more efficient supply, distribution and use of renewal energy sources (RES) and conventional energy, demand-side management and associated mobility.

It will achieve this through improved energy planning methodologies which will be further developed by innovative techniques to facilitate the involvement of citizens, politicians, market actors and other stakeholders in more effective delivery of energy planning.

Results are improved impacts and outcomes in terms of the significant economic, social and environmental benefits of developing a low-carbon economy and shaping a sustainable energy community in the participating city-regions: Greater Manchester, Manchester and Oldham (two core municipalities in the Greater Manchester metropolitan city-region), Malmo and Murcia (both focusing on two local communities within the city-region), Genoa, Amaroussion (the largest municipality within the Athens metropolitan city-region), Thessaloniki, ISD and FEWE.

The project will develop and monitor the implementation of intelligent energy strategies at a municipal level in city-regions in the participating Members States, with one New Member State partner. The project aims to provide an exchange mechanism for transferable good practice across all the participating city-regions. This will cover:

1. New approaches to energy planning at city regional level:

- Integrating energy planning and socio-economic planning to shape the development of a vibrant low-carbon economy
- Identifying transferable and adaptable methodologies for multi-stakeholder strategic development
- Analysing critical success factors in the development and implementation of effective energy plans
- Developing new knowledge and skill sets required by stakeholder groups as part of capacity building approaches to widen engagement with effective energy planning

2. Supporting and consolidating the emergence of sustainable energy communities across Europe:

- Increasing the level of local community engagement in energy planning and implementation

High Level Project Plan

- Developing social capital to improve understanding of the economic and social benefits to be gained from energy planning
- Establishing a trans-European network of city-regions involved in the development of sustainable energy communities
- Developing energy plans in 9 participating communities
- Establishing and disseminating sustainable energy planning best practice guidance across Europe

3. Developing new methodologies which are adaptable to diverse socio-economic environments across Europe

- Identifying success factors in more advanced energy planning methodologies being used by city-regions, e.g. in Sweden, and ways of using this experience and expertise to support developing energy plans in city-regions in other parts of Europe, (both transitional – EU15 e.g. Greece and Spain and in new member states, e.g. Poland)
- Evaluating innovative regeneration partnership models being used by city-regions in previous Objective 2 areas, e.g. in the UK and Italy, transferring experience to other EU city-regions focusing on ways to develop more integrated approaches by linking up support for sustainable energy communities with wider social inclusion initiatives;
- Developing new business models which can be used as a benchmark for enhancing competitiveness and the quality of life, especially in Objective 1 areas, and making the creation of sustainable energy communities more accessible and relevant to these areas

4. Dissemination and networking of innovative practice across European city-regions

- Linking up intelligent energy strategies with appropriate information society (IS) initiatives to provide new and innovative solutions to supporting the development of sustainable energy communities
- Developing new IS applications to support citizens, businesses and public agencies in preparing intelligent energy solutions which are more accessible, easy to the use and transparent and, as a result, make more of an impact, especially in the most densely populated areas of Europe, i.e. city-regions, where carbon production is most extensive and where socio-economic conditions, especially social exclusion, make it especially problematic to develop sustainable energy communities
- Cascading learning from the project in order to generate greater stakeholder engagement in the development of sustainable energy communities

The intended outcomes of this approach are as follows:

- Developing a suite of energy plans, together with supporting methodologies, which are modular in nature and adaptable and transferable on a trans-European basis;

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- Increasing the capacity of key professionals, decision-makers, including politicians, and wider stakeholders within the participating city-regions
- Producing best practice guidance and a 'tool-kit' on the development of city-region energy plans and sustainable energy communities;
- Increasing the understanding of stakeholders at all levels, especially key decision makers, of the 'why, when and how to' of sustainable energy planning and, consequently, their commitment to making it happen.

Appendix 2

Deliverables (amended from contract)

| No. | Deliverable name ^a | Type of deliverable ^b | Size/Form ^c | Language(s) ^d | Target group ^e | Lead | Dissemination level ^g | Month Due ^h | Status |
|------|-------------------------------|----------------------------------|--|--|---------------------------|------|----------------------------------|------------------------|---------|
| D1.1 | Project Governance Structure | Reports and Events | Update reports (project management format), monthly and quarterly usually about 10 pages long. Quarterly meetings involving all project partners | English | Project partners | MCC | CO | 30 | |
| D1.2 | Project Plan v1.0 | Report | Approx. 15 pages | English, Spanish, Greek, Swedish, Italian, | Project partners | MCC | PU | 3 | Delayed |

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|-------------|-----------------------------|--------------|---|---------|---|---------------------------|----|---------------|--|
| | | | | Polish | | | | | |
| D1.3 | Project Management Handbook | Publications | Approx. 10 pages | English | Project partners | MCC | CO | 3 | |
| D1.4 | Project Office | Report | Details of project office resources and facilities | English | Project partners and their main members/clients | MCC | PU | 3 | |
| D1.5 | Project Plan v2.0 | Report | Updated version of D1.2 | English | Project partners | MCC | PU | 12 | |
| D1.6 | Quality Review | Report | Summary report – up to 10 pages, revised every 6 months | English | Project partners | MCC with Oldham MBC | CO | 6, 12, 18, 24 | |
| D1.7 | Web development plan | Report | Summary report – up to 10 pages | English | Project partners | MCC | CO | 3 | |
| D2.1 | Best practice v1.0 | Webtool | Web based materials | English | Project partners | Manchester KC with Genova | PU | 12 | |
| D2.2 | Case studies v1.0 | Webtool | Web based materials | English | Project partners | MCC with Genova | PU | 12 | |
| D2.3 | Knowledge Base v1.0 | Webtool | Web based materials | English | Project partners | MCC, jointly | PU | 12 | |

High Level Project Plan

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| | | | | | | with Eurocities | | | |
| D2.4 | Study Visits | Events | Report of each event | English, Spanish, Greek, Swedish, Italian, Polish | Project partners | MCC with Oldham MBC | PU | 24 | |
| D2.5 | Case Studies v2.0 | Webtool | Web based materials | English , with summaries in Spanish, Greek, Swedish, Italian, Polish | Project partners | MCC with Genova | PU | 12 | |
| D2.6 | Knowledge Base v2.0 | Webtool | Web based materials | English , with summaries in Spanish, Greek, Swedish, Italian, Polish | Project partners | MCC | PU | 12 | |
| D3.1 | Stakeholder Forums | Events | Report of each event | English, Spanish, Greek, Swedish, Italian, Polish | Project partners | Genova with MCC | PU | 24 | |
| D3.2 | Case studies v3.0 | Webtool | Web based materials | English | Project | Geno | PU | 24 | |

High Level Project Plan

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| | | | | | partners | a with MCC | | | |
| D4.1 | City Region Energy Plans | Publications and Webtool | Report on each plan – up to 10 pages – plus Web based materials | Spanish, Greek, Swedish, Italian, Polish with summary of each plan in English | Project partners | Malmö and SEA with MCC | PU | 24 | |
| D4.2 | Best Practice Guide v2.0 | Publications and Webtool | Web based materials | English | Project partners and first dissemination to other city regions (for feedback) | Malmö and SEA with MCC | PU | 18 | |
| D5.1 | Intelligent City-Region Vision | Report | Summary report – up to 10 pages | English, Spanish, Greek, Swedish, Italian, Polish | Project partners and subsequent dissemination to other city regions (for feedback) | MCC with Amroussi | PU | 24 | |
| D5.2 | Intelligent Models | Report and Webtool | Web based materials plus summary report – up to 10 pages | English | Project partners and first dissemination to other | MCC | PU | 24 | |

High Level Project Plan

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| | | | | | city regions (for feedback) | | | | |
| D5.3 | Prototype systems | Webtool | Web based materials | English | Project partners and subsequent dissemination to other city regions (for feedback) | MCC | PU | 24 | |
| D5.4 | Accessibility Assessment | Report and Webtool | Web based materials plus summary report – up to 10 pages | English | Project partners and first dissemination to other city regions (for feedback) | MCC | PU | 24 | |
| D5.5 | Intelligent Systems Management | Report | Summary report – up to 10 pages | English, Spanish, Greek, Swedish, Italian, Polish | Project partners and subsequent dissemination to other city regions (for feedback) | MCC | PU | 24 | |
| D6.1 | Evaluation Report | Publications and Webtool | Web based materials plus summary report – up to 10 pages | English, Spanish, Greek, | Project partners and first | Murcia with ISD | PU | 24 | |

High Level Project Plan

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| | | | | Swedish, Italian, Polish | dissemination to other city regions (for feedback) | and MCC | | | |
| D7.1 | Communications Plan | Publication and Webtool | 10 page report plus web based | All 6 languages | Project partners | MCC with Thessaloniki | PU | 6 | |
| D7.2 | Project website, leaflet, newsletter, poster and other dissemination material | Webtool and publication | Web based | All 6 languages | Project partners and then open dissemination | MCC | PU | 3 (alpha) 6 (beta) | |
| D7.3 | Project Advisory Board | Publications and webtool | Annual report (up to 10 pages) and web materials | English, with summaries in Spanish, Greek, Swedish, Italian, Polish | Project partners | MCC | PU | 12 | |
| D7.4 | Dissemination Report | Publication and webtool | 10 page report plus web based | English | Project Partners | Thessaloniki plus MCC | PU | 24 | |