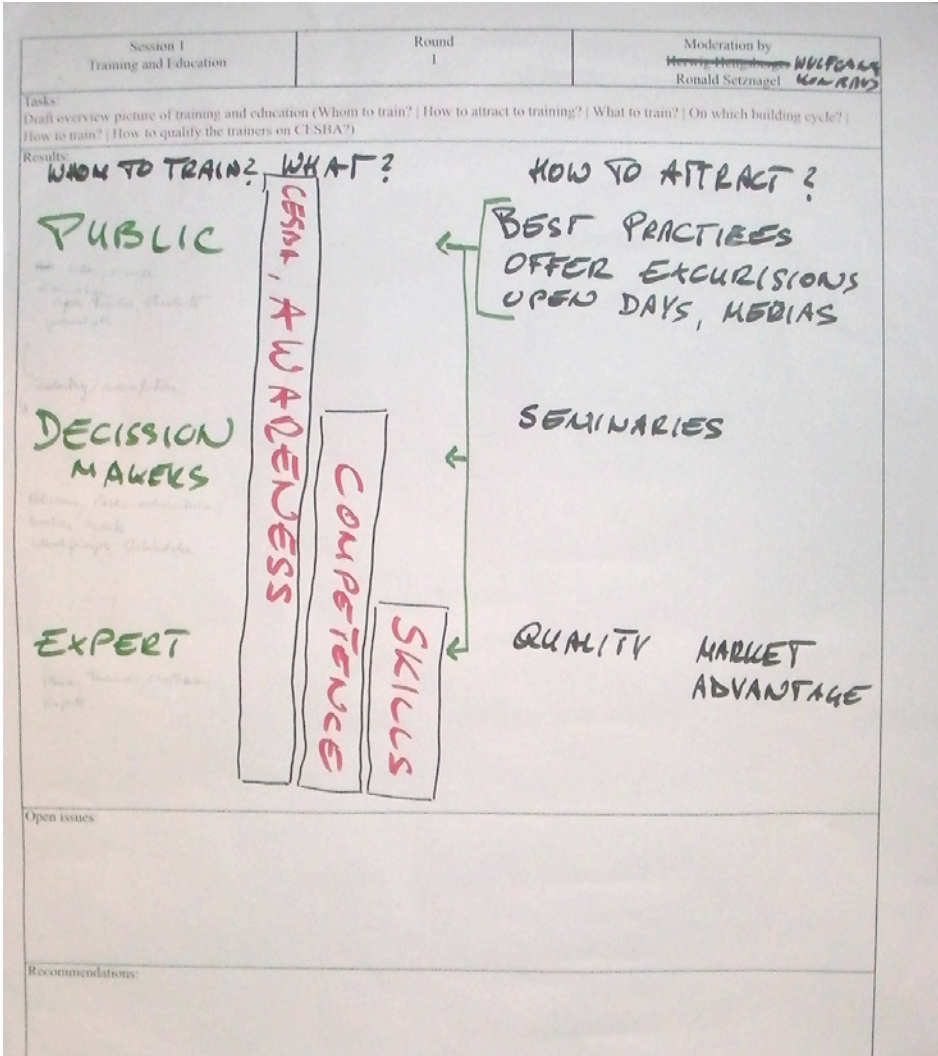
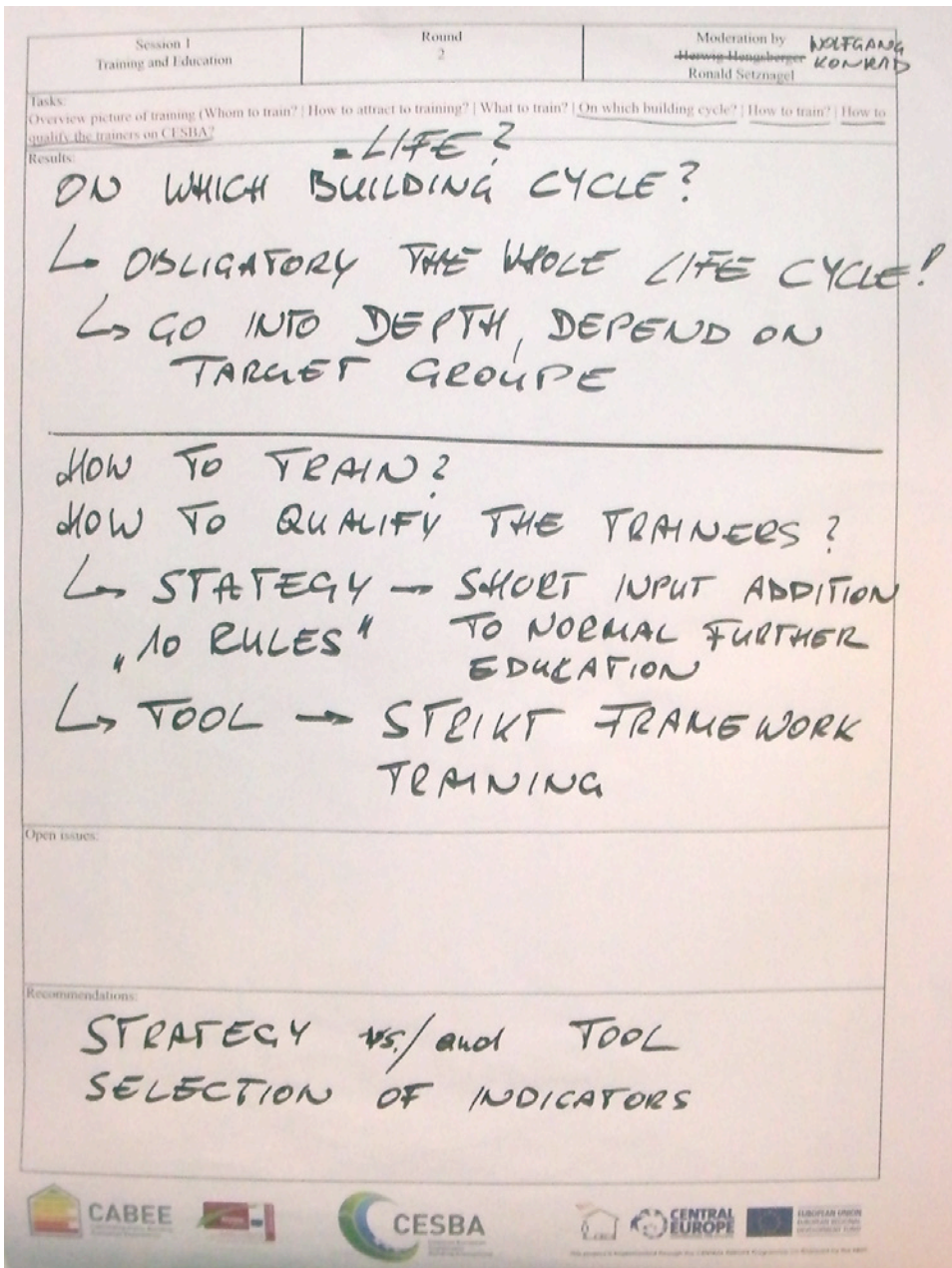
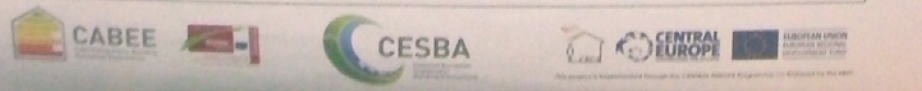


# Picture Minutes - CESBA Sprint Workshop

Hochhäderich, Austria 21.-23.10.2013

## Session 1 - Training

Round	Time	Moderation: Wolfgang Konrad, Bauakademie Salzburg and Ronald Setznagel, Weiterkommen - Verein für Bildung und Nachhaltigkeit Reference to the CESBA-Booklet draft: chapter 4.3 and CESBA in total
1	16.00 – 18.00	<p><i>Introduction to the session by the moderators</i></p> <p><b>Task for this workshop round 1:</b></p> <p>☑ Draft overview picture of training (Whom to train?   How to attract to training?   What to train?   On which building cycle?   How to train?   How to qualify the trainers on CESBA?)</p> 

<p>2</p> <p>19.30 – open end</p>	<p><i>Input by Michel Pierre (France) - "How to link training to applied research"</i></p> <p><b>Task for this workshop round 2:</b></p> <p>☑ Overview picture of training (Whom to train?   How to attract to training?   What to train?   On which building cycle?   How to train?   How to qualify the trainers on CESBA?)</p>  <p>Session 1 Training and Education</p> <p>Round 2</p> <p>Moderation by <del>Horst H. H. H. H.</del> <b>WOLFGANG KONRAD</b> Ronald Setznagl</p> <p>Tasks: Overview picture of training (Whom to train?   How to attract to training?   What to train?   On which building cycle?   How to train?   How to qualify the trainers on CESBA?)</p> <p>Results:</p> <p><b>ON WHICH BUILDING CYCLE?</b></p> <p>↳ OBLIGATORY THE WHOLE LIFE CYCLE! ↳ GO INTO DEPTH, DEPEND ON TARGET GROUP</p> <hr/> <p><b>HOW TO TRAIN?</b> <b>HOW TO QUALIFY THE TRAINERS?</b></p> <p>↳ STRATEGY → SHORT INPUT ADDITION "NO RULES" TO NORMAL FURTHER EDUCATION</p> <p>↳ TOOL → STRICT FRAMEWORK TRAINING</p> <p>Open issues:</p> <p>Recommendations:</p> <p><b>STRATEGY vs/and TOOL SELECTION OF INDICATORS</b></p> <p></p>
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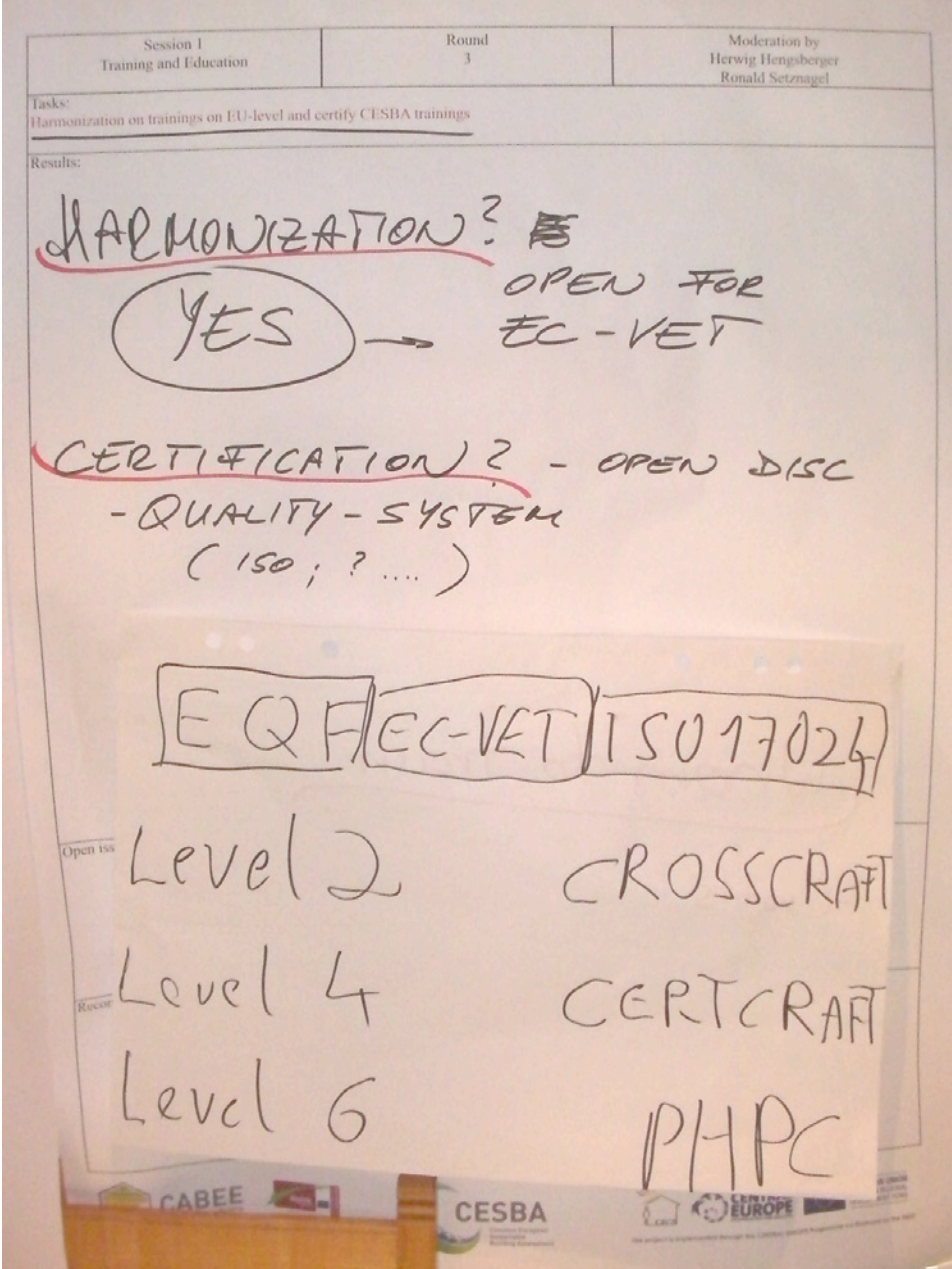


3

09.30  
–  
11.30

**Task for this workshop round 3:**

☑ Harmonization on trainings on EU-level and certify CESBA trainings



Session 1  
Training and Education

Round  
3

Moderation by  
Herwig Hengsberger  
Ronald Setznagl

Tasks:  
Harmonization on trainings on EU-level and certify CESBA trainings

Results:

HARMONIZATION? ~~AS~~  
 YES → OPEN FOR  
 EC-VET

CERTIFICATION? - OPEN DISC  
 - QUALITY-SYSTEM  
 (ISO; ? ...)

EQF | EC-VET | ISO 17024

Open iso	Level 2	CROSSCRAFT
Recof	Level 4	CERTCRAFT
	Level 6	PHPC

CABEE

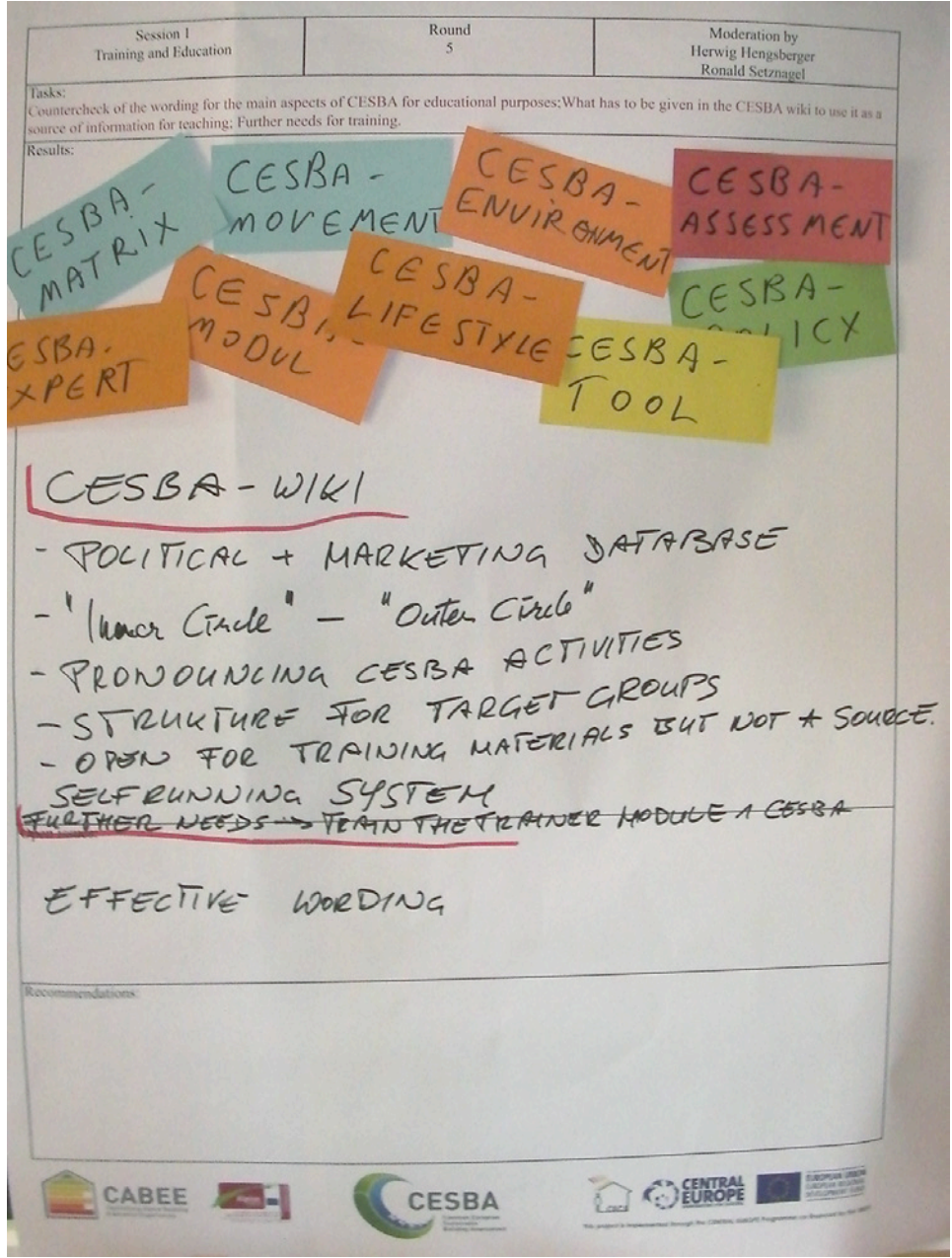
CESBA

CENTRAL EUROPE  
COOPERATING FOR SUCCESS.

EUROPEAN UNION  
EUROPEAN REGIONAL  
DEVELOPMENT FUND

4	14.00 – 17.00	<p><i>Input by Claudio Capitanio, Regione Piemonte – “European qualification for sustainable building professionals”</i></p> <p><b>Task for this workshop round 4:</b></p> <ul style="list-style-type: none"> <li>☑ How to qualify the trainers on CESBA and how to certify CESBA trainings</li> <li>☑ List of qualified CESBA experts and trained SMEs (role of NENA)</li> </ul>
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5	19.00 – open end	<p><b>Task for this workshop round 5:</b></p> <ul style="list-style-type: none"> <li>☑ Countercheck of the wording for the main aspects of CESBA for educational purposes</li> <li>☑ What has to be given in the CESBA wiki to use it as a source of information for teaching</li> <li>☑ Further needs for training</li> <li>☑ How to attract CESBA wiki editors</li> </ul> 
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6

09.30  
–  
11.30

**Task for this workshop round 6:**

- ☑ Sum up all tasks
- ☑ Internal confirmation of the results



Session 1  
Training and Education

Round  
6

Moderation by  
Herwig Hengsberger  
Ronald Setznagl

Tasks:  
Sum up all tasks.  
Internal confirmation of the results

Results:  
**CESBA - TRAINING AND EDUCATION**

**QUALITY**      **CONTENT**      **MARKETING**      **METHODS**

TRAIN THE TRAINERS      BUILDING WHOLE LIFE CYCLE      CLEAR ADVANTAGES RECOGNIZED BY THE MARKET      DISTANCE LEARN

QUALITY MANAGEMENT STANDARD      TARGET GROUPS DIFFERENT      OPEN SOURCE      BEST PRACTICES - OPEN SOURCE - BUILDING WHOLE - LIFE CYCLE - MARKET ADVANTAGE

HARMONIZATION WITHIN EQRF OPEN TO ECVEET      SEMINARS IN DIFFERENT DEPTH      TO ATTRACT

Open issues:  
**PLATFORM**

Recommendations:  
LOCAL TRAINING PROVIDERS      REGIONAL PLATFORMS      ORGANISATIONS (behind) necessary! (double check secretary!)

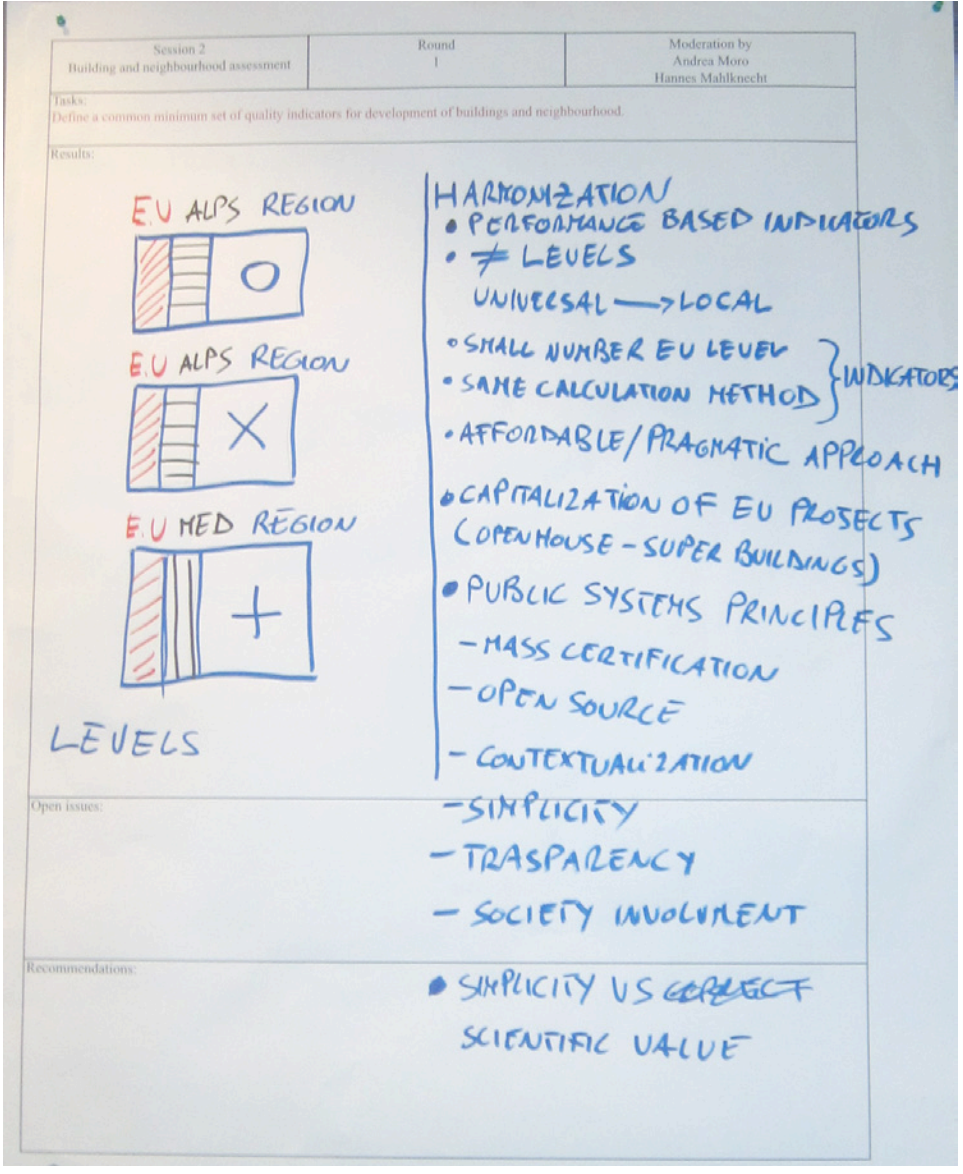
**CABEE**      **Alpine SPACE**      **CESBA**      **CENTRAL EUROPE**      **EUROPEAN UNION**

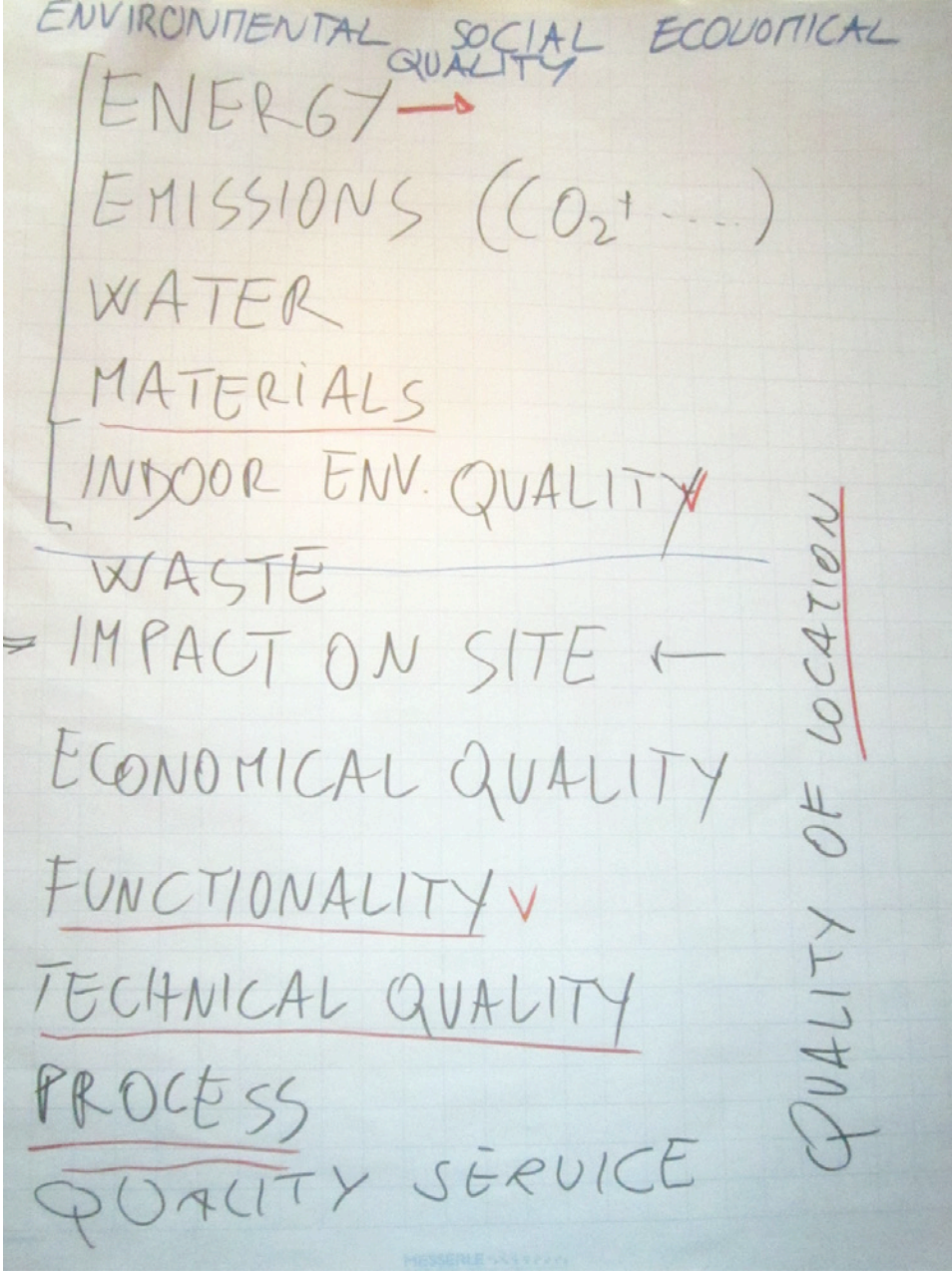
Capitalizing Alpine Building Evaluation Experiences      THE PROJECT IS CO-FINANCED BY THE EUROPEAN REGIONAL DEVELOPMENT FUND      Common European Sustainable Building Assessment      COOPERATING FOR SUCCESS.      EUROPEAN REGIONAL DEVELOPMENT FUND

The project is implemented through the CENTRAL EUROPE Programme co-financed by the ERDF.









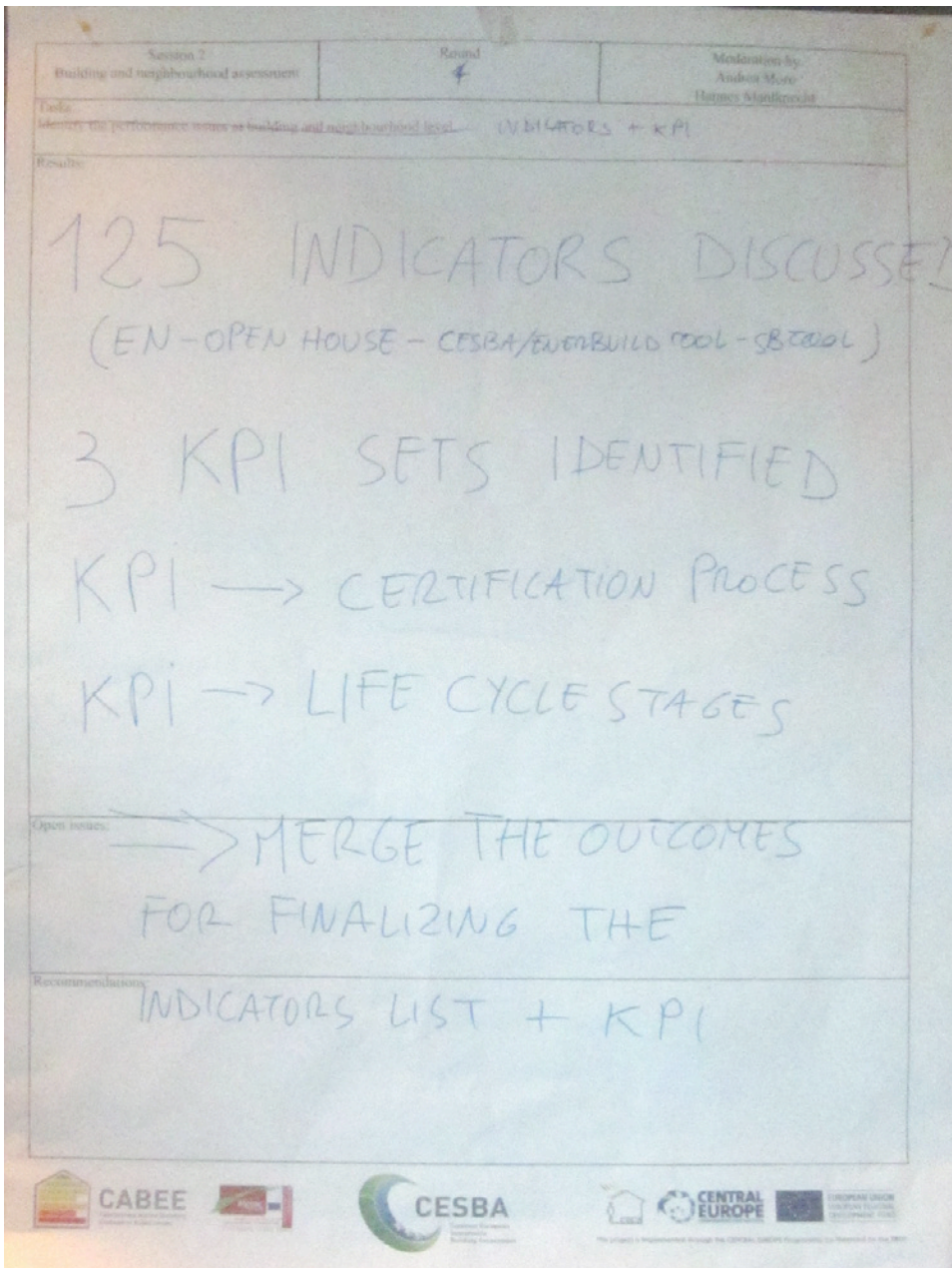
## Session 2 - Building and neighbourhood assessment

Round	Time	Moderation: Andrea Moro, Regione Piemonte, iiSBE Italia and Hannes Mahlknecht, EURAC Research Reference to the CESBA-Booklet draft: chapter 3
1	16.00 – 18.00	<p><i>Introduction to the session by the moderators</i></p> <p><i>Input by Luca Giacomini, Collegio Costruttori Torino, Building assessment and historical buildings</i></p> <p><b>Task for this workshop round 1:</b></p> <p>☑ Define a common minimum set of quality indicators for development of buildings and neighbourhood</p> <p>Agreement on the CESBA principles on building and neighbourhood level.</p> 

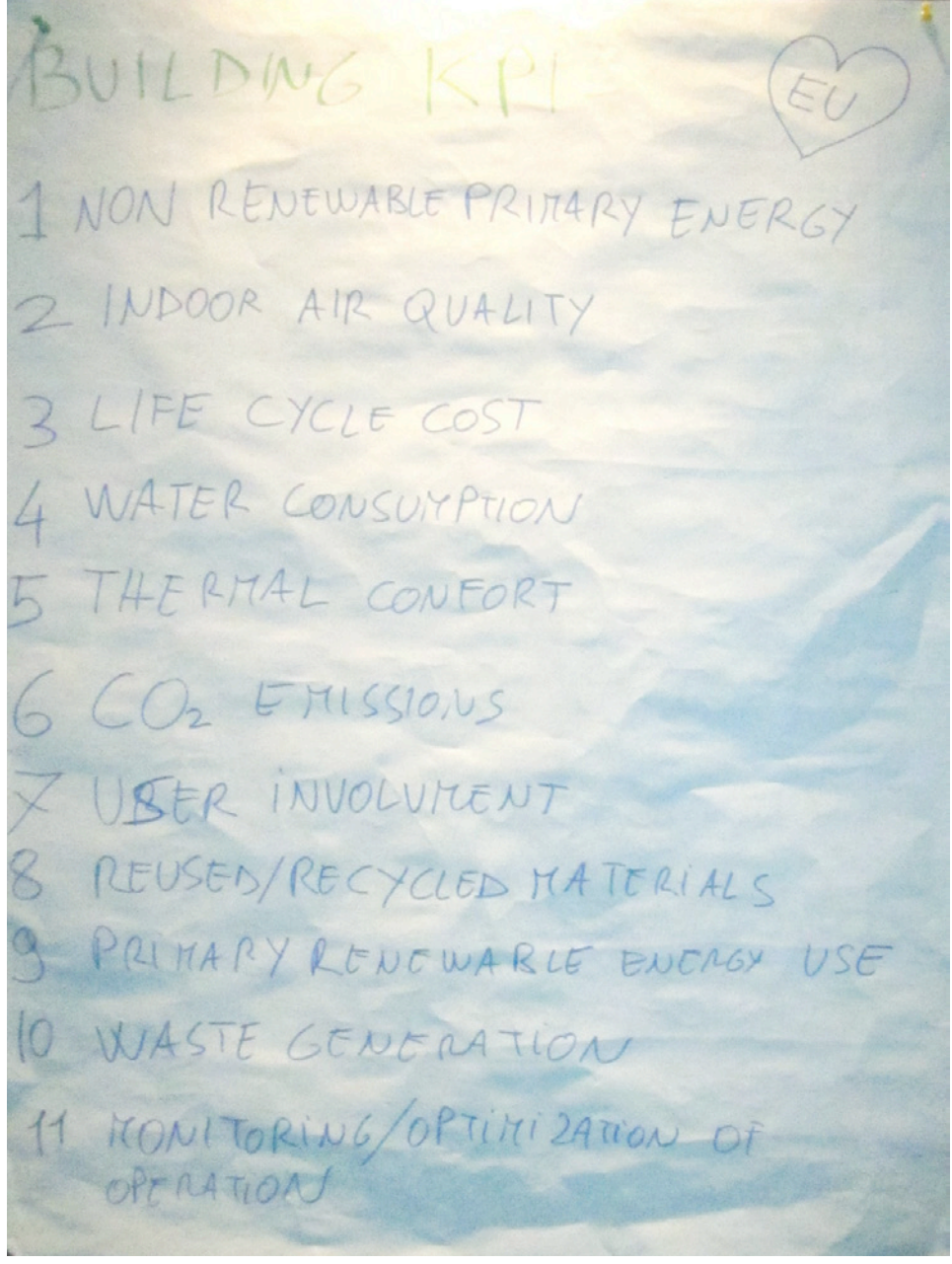
<p>2</p> <p>19.30 - open end</p>	<p><b>Task for this workshop round 2:</b></p> <p>☑ Identify the performance issues at building and neighbourhood level</p> 
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<p>3</p> <p>09.30 – 11.30</p>	<p><b>Task for this workshop round 3:</b></p> <p>☐ Identify the reference assessment methods and tools at building and neighbourhood scale</p>	<div style="border: 1px solid black; padding: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Session 2 Building and neighbourhood assessment</td> <td style="width: 33%; text-align: center;">Round 3</td> <td style="width: 33%; text-align: right;">Moderation by Andrea Moro Hannes Mahlkecht</td> </tr> </table> <p>Tasks: Identify <del>the reference assessment methods and tools at building and neighbourhood scale</del> <b>KPI AND INDICATORS</b></p> <p>Results:</p>  <p>Open issues:</p> <p>ORANGE = ENVIRONMENTAL BLU = ECONOMICAL</p> <p>Recommendations:</p> <p>YELLOW = SOCIAL WHITE = OTHER/CROSS ISSUE</p> <div style="display: flex; justify-content: space-between; align-items: center; font-size: small;">      </div> </div>	Session 2 Building and neighbourhood assessment	Round 3	Moderation by Andrea Moro Hannes Mahlkecht
Session 2 Building and neighbourhood assessment	Round 3	Moderation by Andrea Moro Hannes Mahlkecht			

<p>4</p>	<p>14.00 – 17.00</p>	<p><i>Input by Karl Torgehele – “Usability of Indicators of CESBA based on the assessment of LCT ONE.”</i></p> <p><b>Task for this workshop round 4:</b></p> <p>☑ Identify the key performance indicators at building scale at European and Macro Regions level</p> 
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<p>5</p> <p>19.00 – open end</p>	<p><i>Input by Bruno George, ITF - "Experience in sustainable neighbourhoods in France"</i></p> <p><b>Task for this workshop round 5:</b></p> <p>☑ Identify the key performance indicators on neighbourhood scale at European and Macro Regions level</p> 
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## MACRO REGIONAL INDICATORS

BIODIVERSITY AIM

DEPLETION OF HABITATS AIM

LOCAL MATERIALS AIM/C

HEAT ISLAND EFFECT M

THERMAL COMFORT IN SUMMER M

A = ALPS

M = MED

C = CENTRAL EUROPE

### NEIGHBOURHOOD SCALE

→ 85 indicators analyzed

(ABEE CLUSTER TOOL, DGNB CITY)

→ KPI identified


→ KPI in LIFE CYCLE STAGE

⇒ SELECTION OF 10 KPIs

DISCUSSION AND FINALIZATION OF  
INDICATOR LIST AND KPI



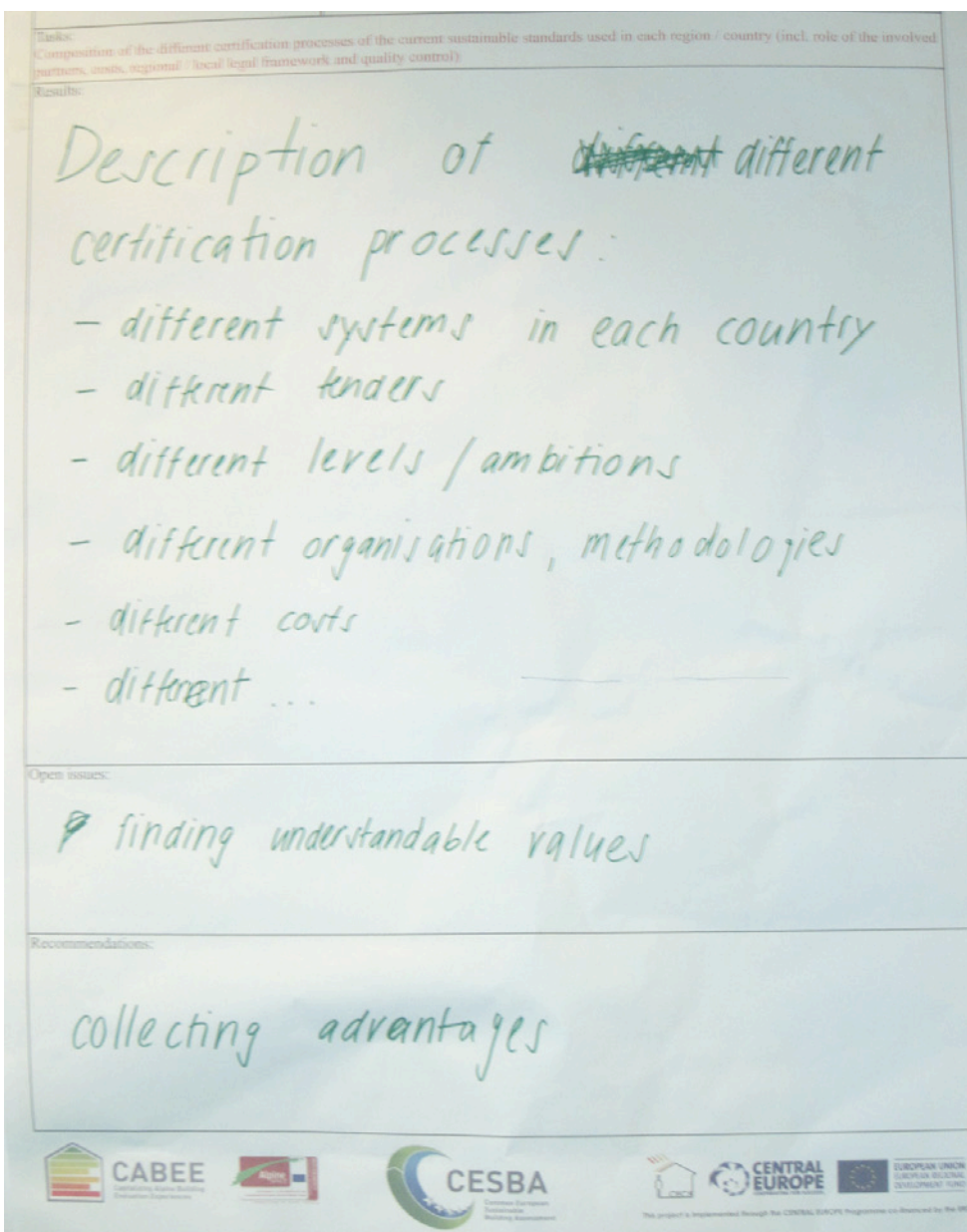
- NEIGHBOORHOOD KPI
- 1) PROCESS AND PLANNING QUALITY
  - 2) PARTIZIPATION AND MANAGEMENT
  - 3) TOTAL PRIMARY ENERGY, RENEWABLE P.E.
  - 4) EXPLOITATION OF LOCAL RESOURCES :  
SUN, LIGHT, WIND
  - 5) WATER MANAGEMENT
  - 6) SOCIAL AND FUNCTIONAL DIVERSITY
  - 7) ACCESS TO PUBLIC TRANSPORT
  - 8) CONNECTION TO EXISTING INFROSTRUCTURE
  - 9) LIFE CYCLE COSTS
  - 10) COST DEVELOPEMENT OF NEIGABOORHOOD

<p>6</p> <p>09.30 – 11.30</p>	<p><b>Task for this workshop round 6:</b></p> <ul style="list-style-type: none"> <li>☑ Define how to show the building signature and CESBA stamp (booklet 4.1 and 4.2) in relation to regional tools</li> <li>☑ Sum up all tasks</li> <li>☑ Prepare the final suggestion on the chapter 3 of the booklet to the plenary</li> <li>☑ Internal confirmation of the results</li> </ul> 
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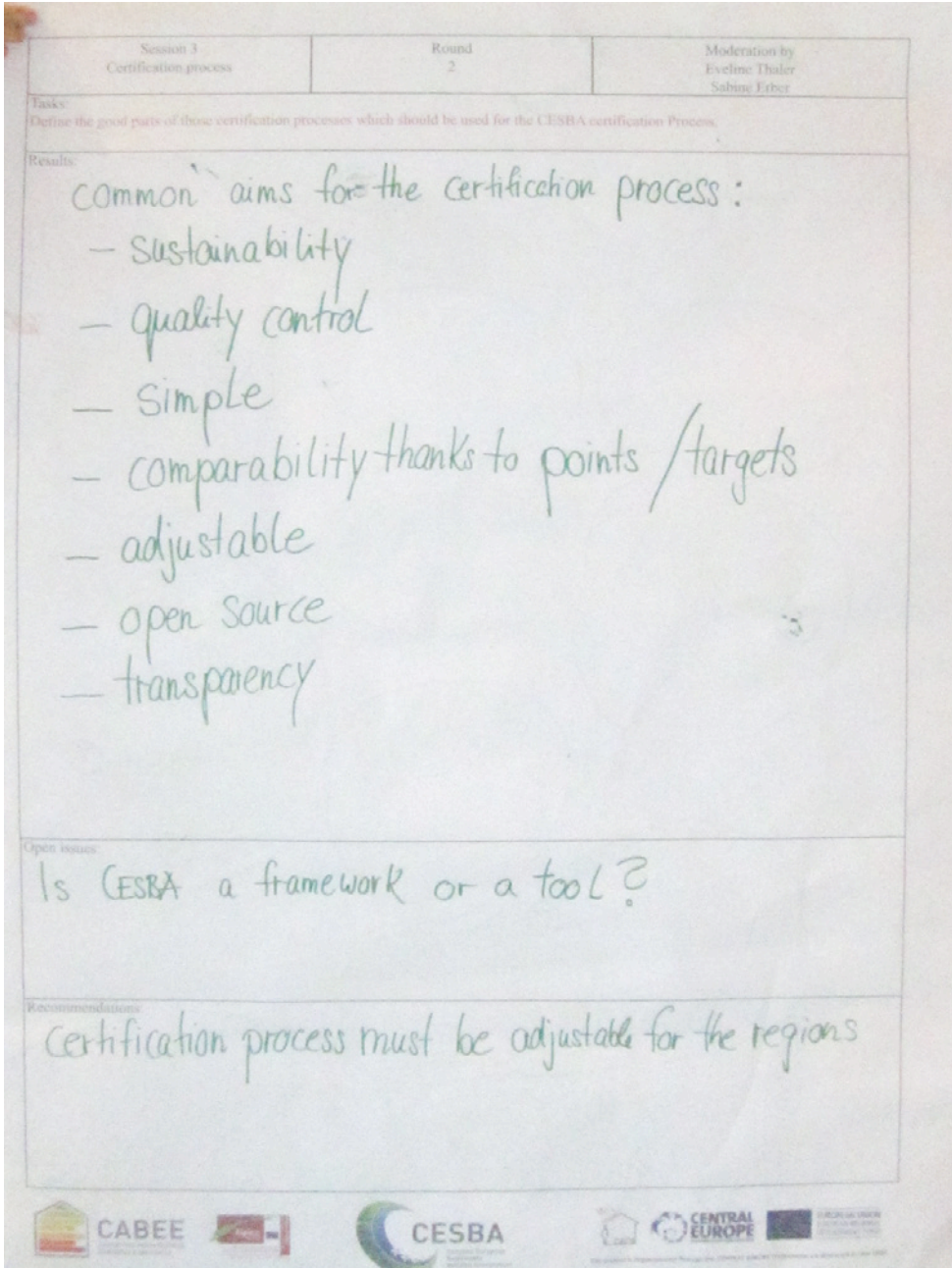







		<p>Building and neighbourhood assessment</p> <p>Tasks: Sum up all tasks. Prepare the final suggestion on the chapter 3 of the booklet to the plenary. Internal confirmation of the results.</p> <p>Results:</p> <p><b>BUILDING LEVEL</b></p> <p>11 KPI AGREED</p> <p>40 INDICATORS FOR REFERENCE (ENVIRONMENTAL/SOCIAL/ECONOMIC/SITE/PROCESS)</p> <p>6 MACRO REGIONAL INDICATORS</p> <p><b>NEIGHBOURHOOD LEVEL</b></p> <p>10 KPI AGREED</p> <p>~ 50 REFERENCE INDICATORS</p>
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## Session 3 - Certification process






Round	Time	Moderation: Eveline Thaler, Lucerne University of Applied Sciences and Arts and Sabine Erber, Energieinstitut Vorarlberg Reference to the CESBA-Booklet draft: chapter 3
1	Mon 16.00 – 18.00	<p><i>Introduction to the session by the moderator</i></p> <p><i>Input by Sebastien Eyraud, ASDER - "Mass certification: Questions by the local energy agency"</i></p> <p><b>Task for this workshop round 1:</b></p> <p>☑ Composition of the different certification processes of the current sustainable standards used in each region / country (incl. role of the involved partners, costs, regional / local legal framework and quality control)</p> 

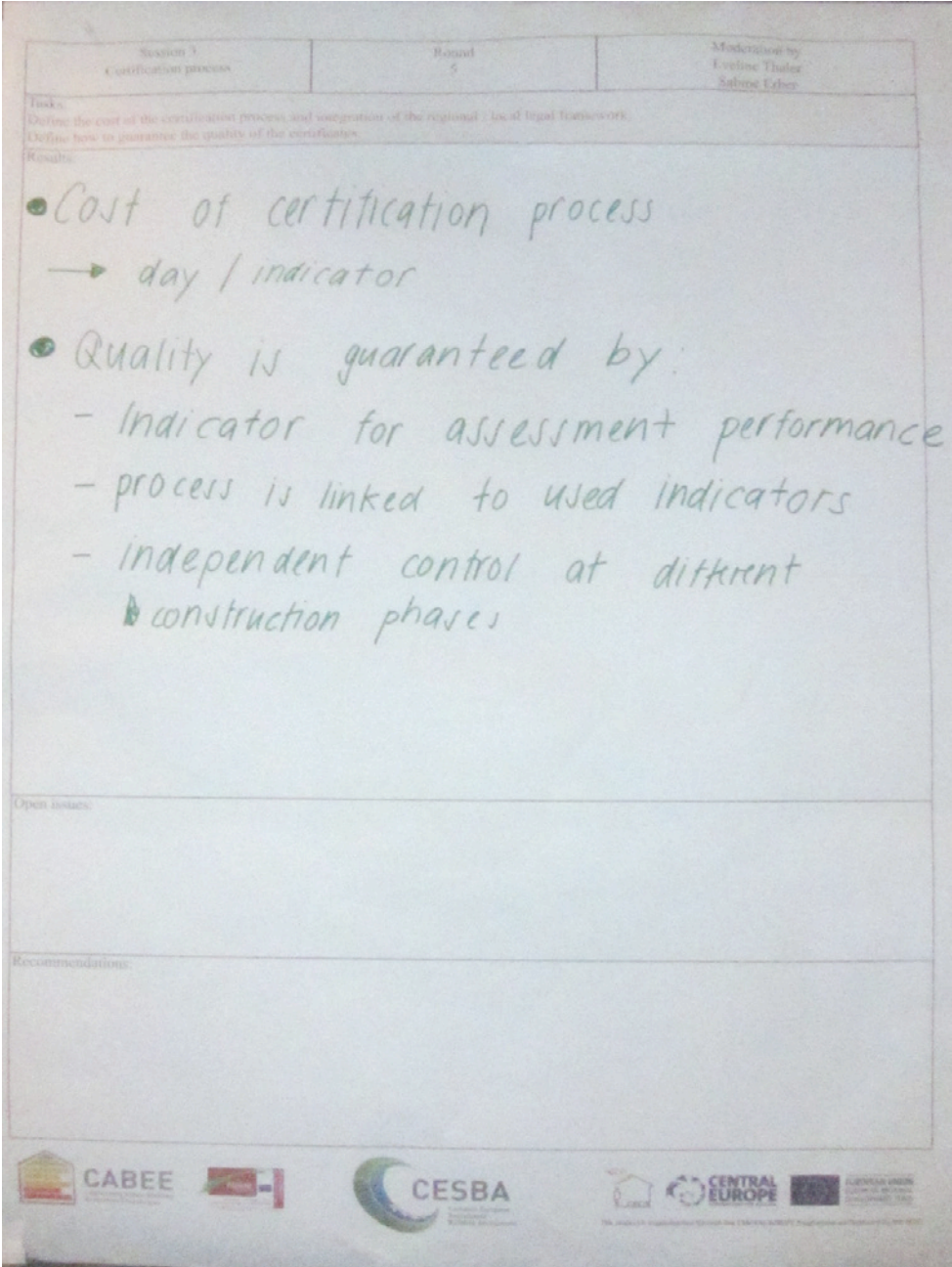


2	<p>Mon 19.30 – open end</p>	<p><b>Task for this workshop round 2:</b></p> <p>☑ Define the good parts of those certification processes which should be used for the CESBA certification Process</p> 
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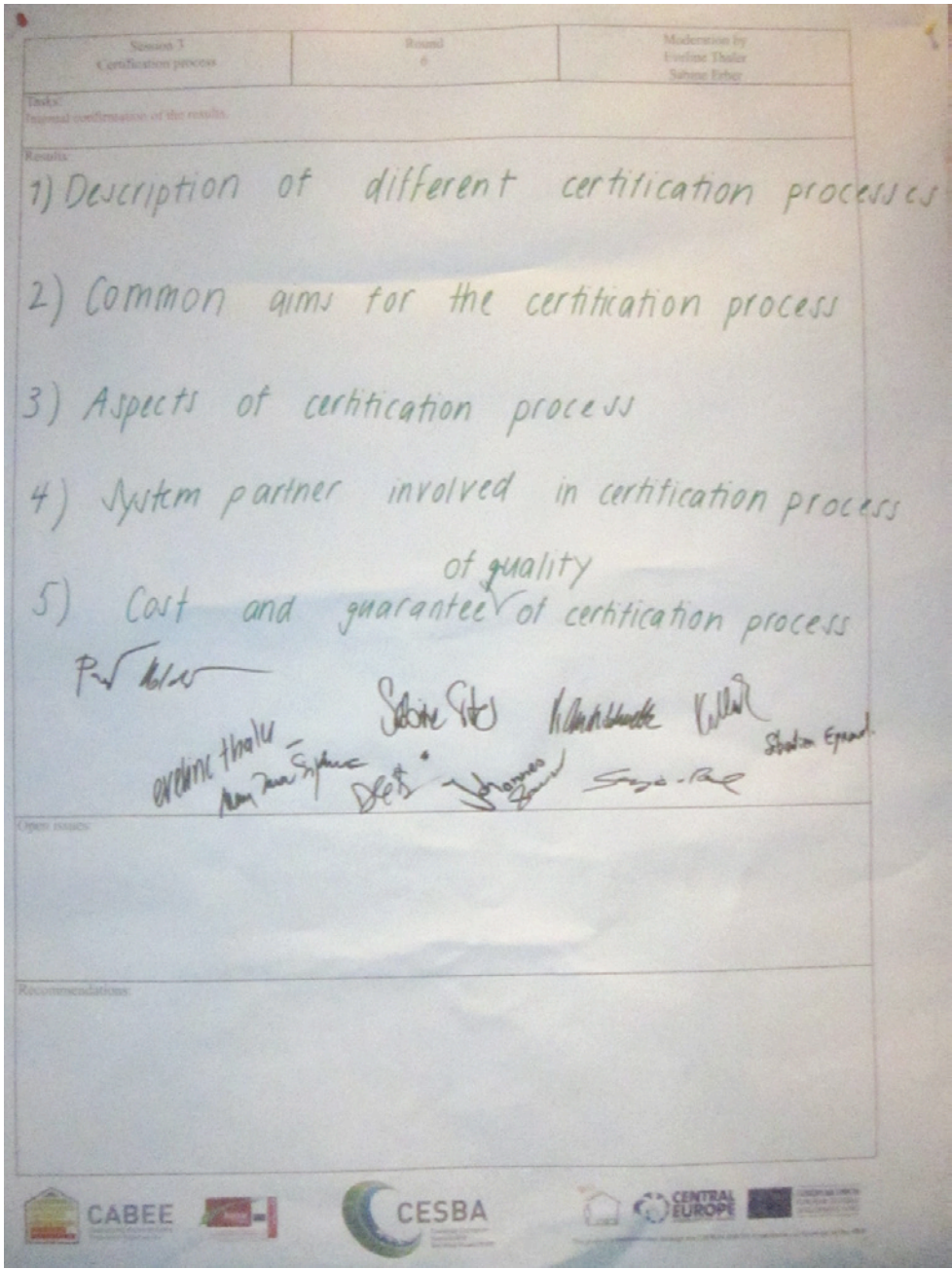
<p>3</p> <p>Tue 09.30 – 11.30</p>	<p><i>Input by Pavel Koláček, EAZK – “Experience from the pilot certification in the Zlin region”</i></p> <p><b>Task for this workshop round 3:</b></p> <p>☑ Define a process to certify buildings and neighbourhoods (e.g. level of the life-cycle) by public institutions and on the CESBA principles</p> <div data-bbox="411 488 1396 1787" style="border: 1px solid black; padding: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Session 3 Certification process</td> <td style="width: 33%; text-align: center;">Round 3</td> <td style="width: 33%; text-align: center;">Moderation by Eveline Thaler Sabine Erber</td> </tr> </table> <p><b>Tasks:</b> Define a process to certify buildings and neighbourhoods (e.g. level of the life-cycle) by public institutions and on the CESBA principles.</p> <p><b>Results:</b> <u>Aspects of Certification Process</u></p> <ul style="list-style-type: none"> <li>• Sustainability (environmental, economical, social) → part of urban planning / law</li> <li>• Simple → precise, not simplified, clear, usable, reliable → round table, life cycle -step by lifecycle step certification</li> <li>• Quality Control → Guide → Expert as certification body</li> <li>• Adjustable → Areas for CESBA framework, indicators for CESBA tool → European, national and regional criterias</li> <li>• Comparability thanks to points / targets → translating national tools into one language (defining inputs, not outputs)</li> <li>• Open Source → CESBA framework webbased → Excel not a black box → fix parts and regional adjustable parts</li> </ul> <p><b>Open issues:</b></p> <ul style="list-style-type: none"> <li>• Transparency → public access for results → understandable visualisation</li> </ul> <p><b>Recommendations:</b> → guide with possible indicators</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="text-align: center;">  <p><b>CABEE</b> Capitalizing Alpine Building Evaluation Experiences</p> </div> <div style="text-align: center;">  <p><b>Alpine SPACE</b> COOPERATION INVESTING IN YOUR FUTURE</p> </div> <div style="text-align: center;">  <p><b>CESBA</b> Common European Sustainable Building Assessment</p> </div> <div style="text-align: center;">  <p><b>CENTRAL EUROPE</b> COOPERATING FOR SUCCESS.</p> </div> <div style="text-align: center;">  <p><b>EUROPEAN UNION EUROPEAN REGIONAL DEVELOPMENT FUND</b></p> </div> </div> <p style="font-size: small; text-align: center; margin-top: 5px;">This project is implemented through the CENTRAL EUROPE Programme co-financed by the ERDF.</p> </div>	Session 3 Certification process	Round 3	Moderation by Eveline Thaler Sabine Erber
Session 3 Certification process	Round 3	Moderation by Eveline Thaler Sabine Erber		



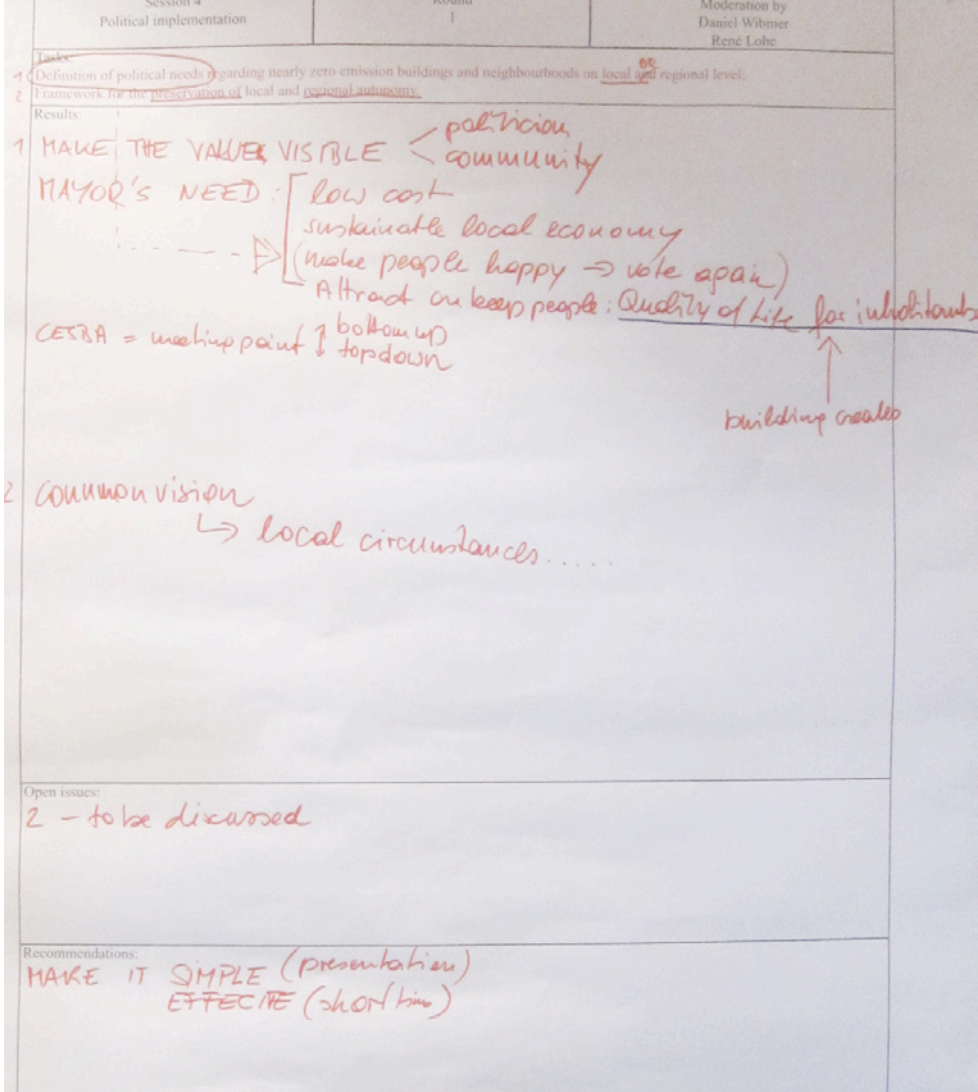
<p>4</p> <p>Tue</p> <p>14.00</p> <p>–</p> <p>17.00</p>	<p><b>Task for this workshop round 4:</b></p> <p>☑ Clarify the system partner involved in the certification process and their roles</p>	<div style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Session 3      Round 4      Moderation by Eveline Thaler Sabine Faber</p> <p>Tasks: Clarify the system partner involved in the certification process and their roles</p> <p>Results:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p><u>Certification process</u></p> <p>Expert per Indicator</p> <p>↕</p> <p>Guidance for Sustainability</p> <p>↙ ↘</p> <p>external Certification body      Client</p> </div> <div style="width: 30%;"> <p><u>Building process:</u></p> <p>Public Administration</p> <p>↓</p> <p>Client</p> <p>↓</p> <p>Architect</p> <p>↓</p> <p>Constructor</p> <p>↓</p> <p>User</p> </div> <div style="width: 30%;"> <p><u>Tools:</u></p> <p>Laws</p> <p>↓</p> <p>Guideline</p> <p>↓</p> <p>Checklist</p> <p>↙ ↘</p> <p>external Certification body      Documentation</p> </div> </div> <p>Open issues:</p> <p>Number of indicators</p> <p>Costs per expert</p> <p>Recommendations:</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;">      </div> </div>
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5	Tue 19.00 – open end	<p><b>Task for this workshop round 5:</b></p> <ul style="list-style-type: none"> <li>☑ Define the cost of the certification process and integration of the regional / local legal framework</li> <li>☑ Define how to guarantee the quality of the certificates</li> </ul> 
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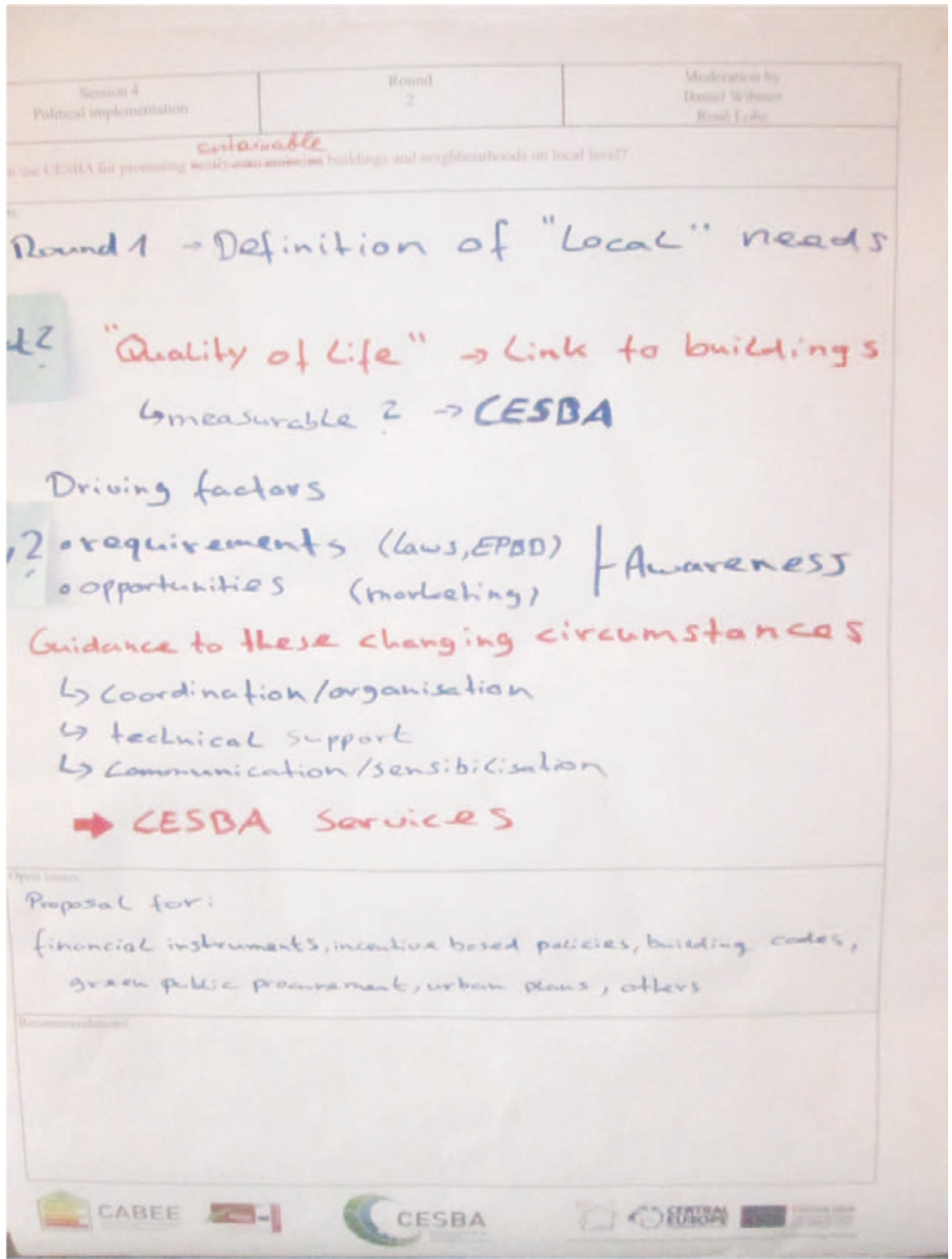
6	Wed 09.30 - 11.30	<p><b>Task for this workshop round 6:</b>  <input type="checkbox"/> Internal confirmation of the results</p> 
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## Session 4 - Political implementation


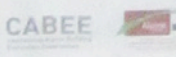

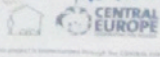

Round	Time	Moderation: Daniel Wibmer, Dr. Wibmer OG and René Lohe, BSU - Beratungs- und Service-Gesellschaft Umwelt mbH Reference to the CESBA-Booklet draft: chapter 2.1, 4.1-4.5 and CEC5 3.3.3
1	Mon 16.00 – 18.00	<p><i>Introduction to the session by the moderators</i></p> <p><i>Input by Genevieve Grohion Bourcelin, GPRA Nord isère/CAPI (GPRA) - "Needs on the local level"</i></p> <p><i>Input by Jure Leben, Independent Councillor – "Green public procurements: building of public buildings in Slovenia"</i></p> <p><b>Task for this workshop round 1:</b></p> <ul style="list-style-type: none"> <li>☑ Definition of political needs regarding nearly zero emission buildings and neighbourhoods on local and regional level</li> <li>☑ Framework for the preservation of local and regional autonomy</li> </ul> 

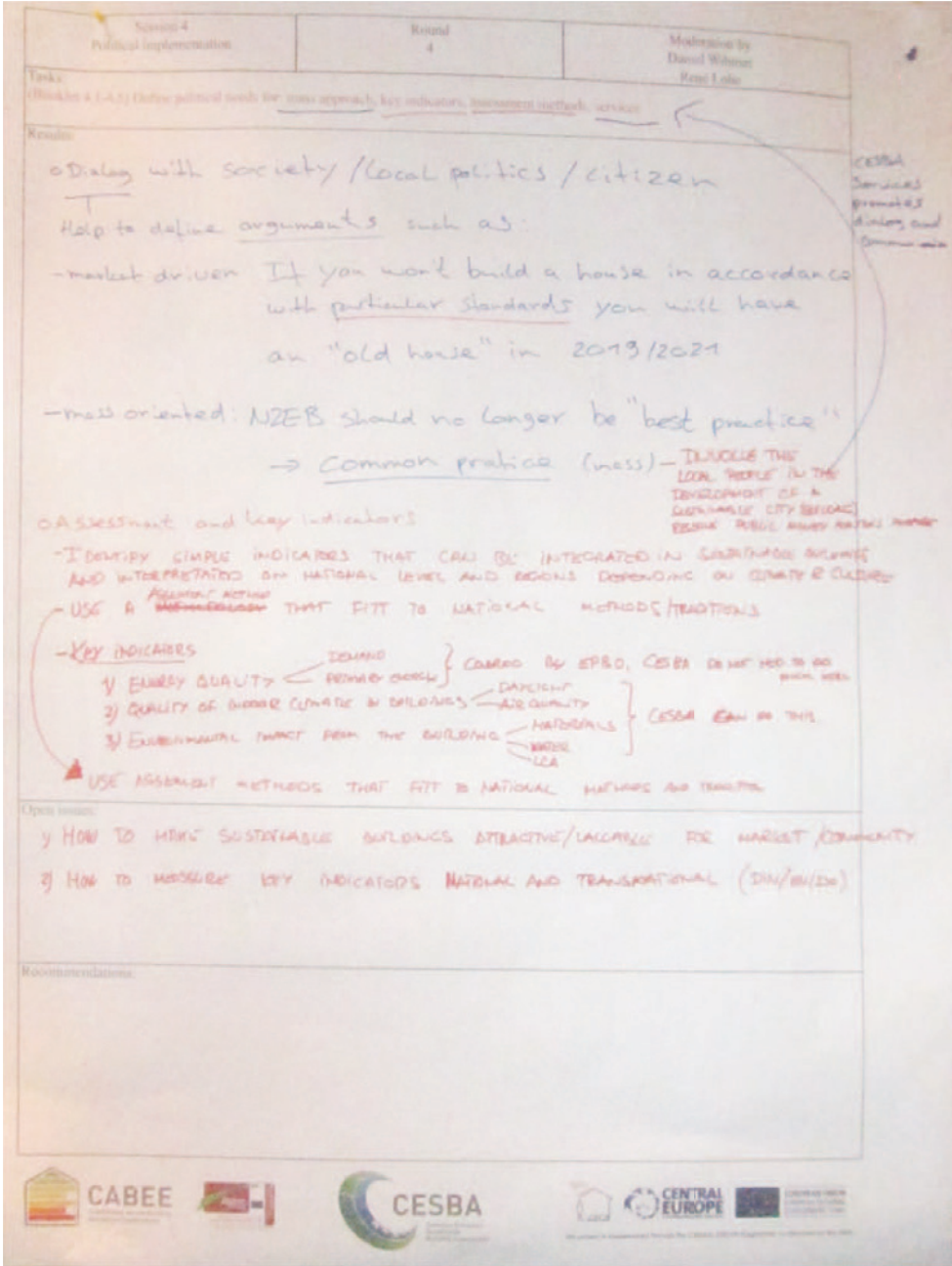





<p>2</p> <p>Mon 19.30 – open end</p>	<p><i>Input by Francesco Musco, IUAV University of Venice - "Sustainable Buildings – experiences and needs of the public administration: the case of Veneto"</i></p> <p><b>Task for this workshop round 2:</b></p> <ul style="list-style-type: none"> <li>☑ Proposal for public interventions (financial instruments, incentive based policies, building codes, green public procurement, urban plans, others)</li> <li>☑ How to use CESBA for promoting nearly zero emission buildings and neighbourhoods on local level</li> </ul> 
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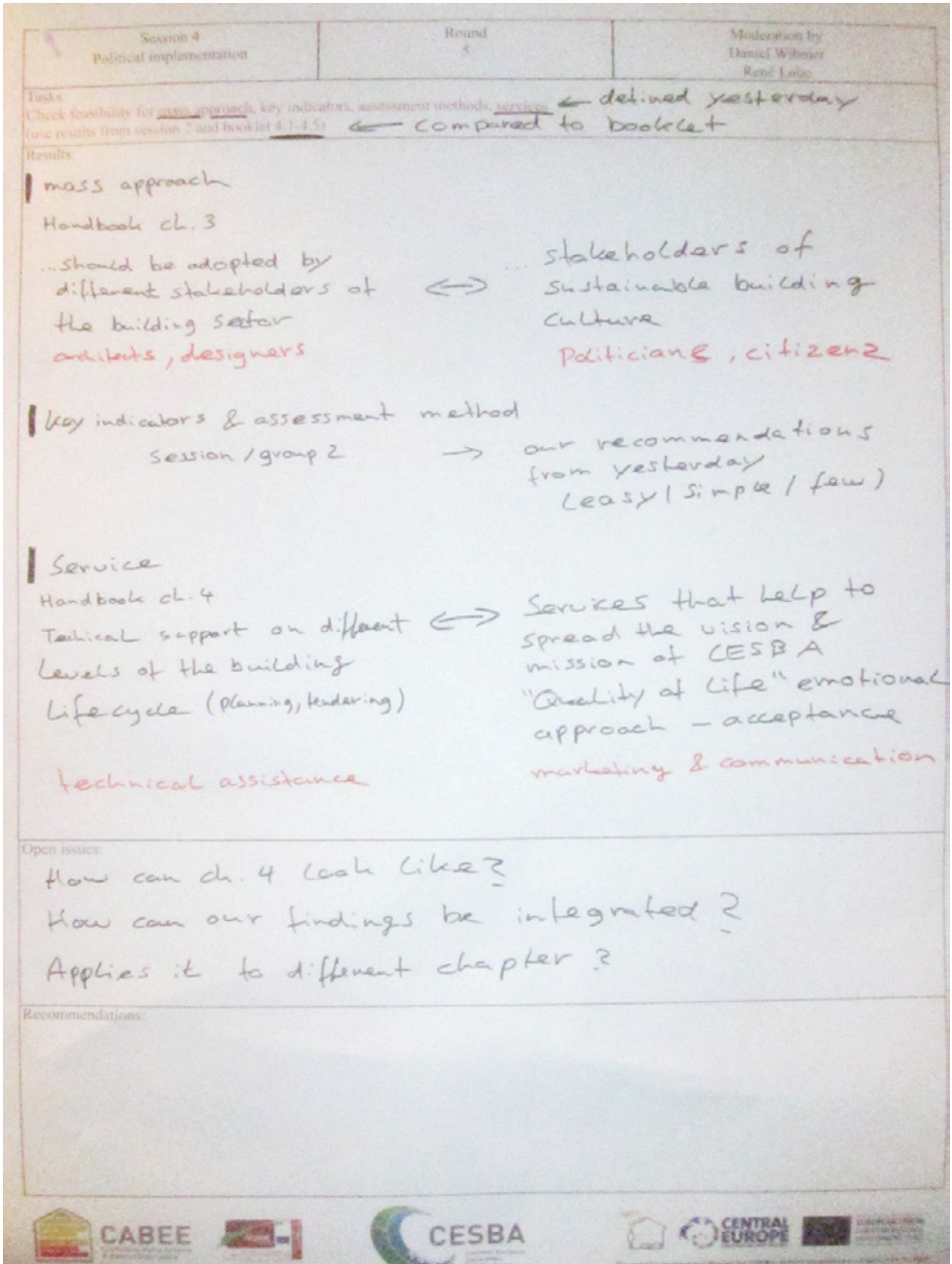


<p>3</p> <p>Tue 09.30 – 11.30</p>	<p><i>Input by Anna Tschegg – “Interview results in Vorarlberg on local acceptance of regional assessment tool”</i></p> <p><i>Input by Paolo Peris, Collegio Costruttori Torino – “Incentives based on performance assessment in the building codes. The need for a common approach.”</i></p> <p><b>Task for this workshop round 3:</b></p> <ul style="list-style-type: none"> <li>☑ Proposal for public interventions (financial instruments, incentive based policies, building codes, green public procurement, urban plans, others)</li> <li>☑ How to use CESBA for promoting nearly zero emission buildings and neighbourhoods on local level</li> </ul> <div data-bbox="411 689 1394 1989" style="border: 1px solid black; padding: 10px;"> <p>Session 4 Political implementation      Round 3      Moderation by Daniel Wibmer René Lohr</p> <p>Tasks: * Proposal for public interventions (financial instruments, incentive based policies, building codes, green public procurement, urban plans, others)</p> <p>Results:</p> <p style="font-size: 1.2em;">How can CESBA help?</p> <p style="margin-left: 40px;">↓ <u>services</u>      "quality" → local acceptance</p> <ul style="list-style-type: none"> <li>- Coordination</li> <li>- organisation</li> <li>- technical support</li> <li>- communication</li> <li>- training</li> </ul> <p style="margin-left: 60px;">LINKED ↳ Laws ↳ structures, ↳ systems</p> <p style="margin-left: 20px;">→ Platform / Knowledge base for interventions *</p> <p>Open issues: interventions are extremely diverse in europe &amp; on municipal levels <span style="border: 1px solid red; padding: 2px;">flow</span> to be continued...</p> <p>Recommendations:</p> <ul style="list-style-type: none"> <li>- Subsidies based on performance</li> <li>- neighbourhood assessment / integration</li> <li>- integrate s.b. into spacial planning</li> <li>- improve access for small munic. to EU-fin instruments</li> </ul> <p style="margin-left: 60px;">Partly in use best practice</p> <p style="font-size: 0.8em;">  CABEE     Alpine SPACE     CESBA     CENTRAL EUROPE     EUROPEAN UNION  <small>THE PROJECT IS CO-FINANCED BY THE EUROPEAN REGIONAL DEVELOPMENT FUND</small> </p> </div>
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<p>4</p> <p>Tue</p> <p>14.00</p> <p>–</p> <p>17.00</p>	<p><i>Input by Kurt Emil Eriksen, Active House Alliance – “Experiences of the Alliance”</i></p> <p><b>Task for this workshop round 4:</b></p> <ul style="list-style-type: none"> <li>☑ (Booklet 4.1-4.5) Define political needs for:             <ul style="list-style-type: none"> <li>mass approach, key indicators, assessment methods, services</li> </ul> </li> <li>☑ Opportunities for regional development and policies to utilize</li> </ul> 
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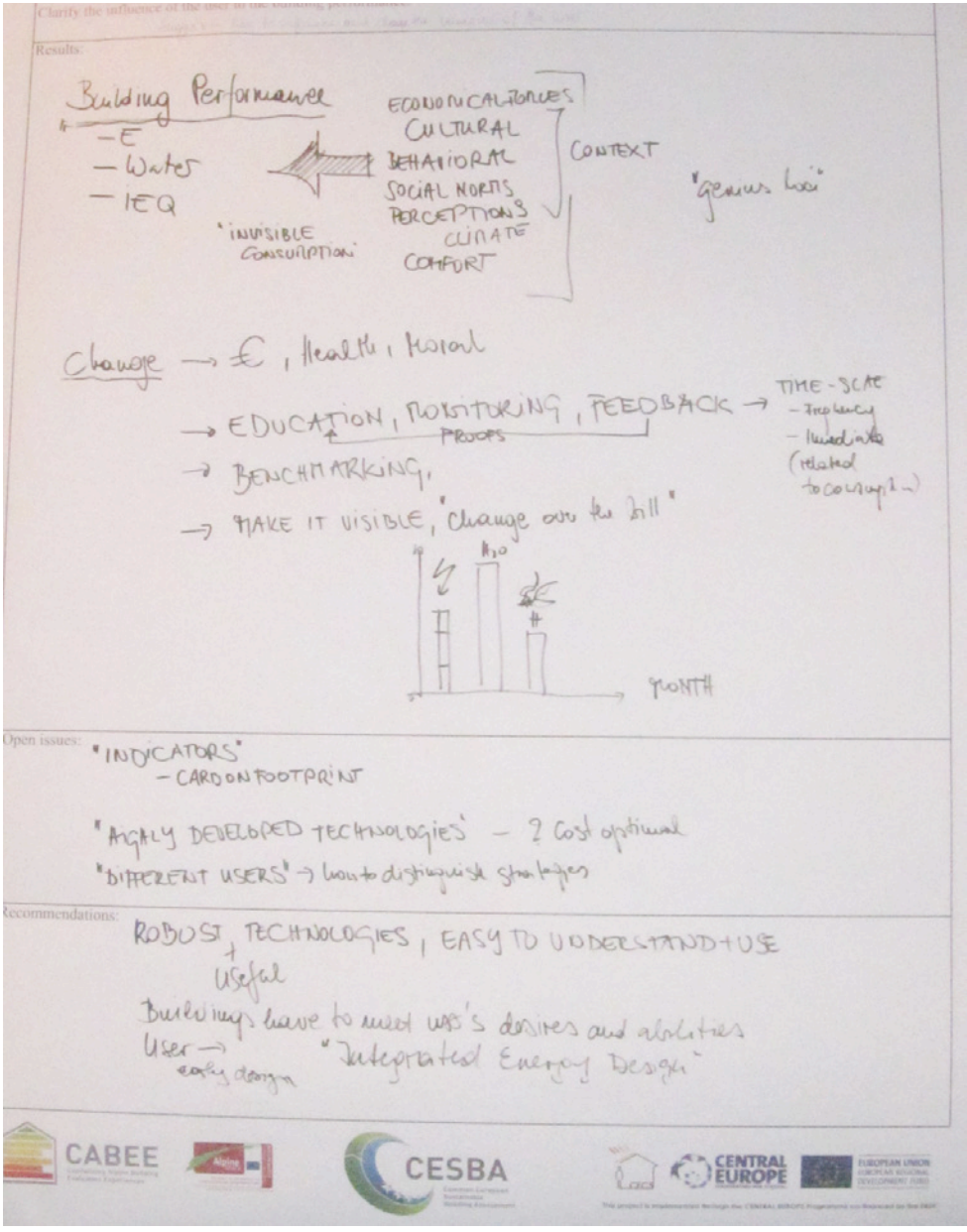
Session 4 Political implementation	Round 4	Moderation by Daniel Wibmer René Lohr
<p>Tasks: Opportunities for regional development and policies to utilize CESBA</p>		
<p>Results:</p> <p>Continuation - Interaction between existing sectorial policies  <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; margin-right: 10px;">TO USE</div> <div style="text-align: right;"> <p>fundings</p> <p>bodies, institutions</p> </div> </div> <p>- To implement / include into local/regional development strategies            Sustainable building concepts</p> <p>Need: cooperation ✓</p> <ul style="list-style-type: none"> <li>• economic benefits</li> <li>• a better chance to realization</li> </ul> <p>Good opportunity to help to set up new policies ...</p> <div style="border-left: 1px solid black; padding-left: 10px; margin-left: 20px;"> <p>concrete simple implementable verifiable</p> </div> </p>		
<p>Open issues:</p> <p>We know the process →            tools → how to start?            bodies →</p> <p style="margin-left: 40px;">↳ good practice example, ...</p> <p style="margin-left: 40px;">↳ list of benefits on policy level?</p>		
<p>Recommendations:</p> <p>... to make the links ...</p> <p>... to list the additional (direct, indirect) benefits            ↳ to evaluate the local organization/capacity...</p>		
		

<p>5</p> <p>Tue</p> <p>19.00</p> <p>–</p> <p>open</p> <p>end</p>	<p><b>Task for this workshop round 5:</b></p> <ul style="list-style-type: none"> <li>☑ Check feasibility for:             <ul style="list-style-type: none"> <li>– mass approach, key indicators, assessment methods, services</li> </ul> </li> <li>☑ (use results from session 2 and booklet 4.1-4.5)</li> </ul>  <p><b>Session 4</b> Political implementation</p> <p><b>Round 5</b></p> <p>Moderation by Daniel Wilmet René Lohr</p> <p><b>Tasks:</b> Check feasibility for <u>mass approach</u>, key indicators, assessment methods, <u>services</u> ← defined yesterday (use results from session 2 and booklet 4.1-4.5) ← compared to booklet</p> <p><b>Results:</b></p> <ul style="list-style-type: none"> <li><b>mass approach</b> Handbook ch. 3 ...should be adopted by different stakeholders of the building sector <i>auditors, designers</i> ↔ ... stakeholders of sustainable building culture <i>politicians, citizens</i></li> <li><b>Key indicators &amp; assessment method</b> Session / group 2 → our recommendations from yesterday <i>easy (simple / few)</i></li> <li><b>Service</b> Handbook ch. 4 Technical support on different levels of the building lifecycle (planning, tendering) ↔ Services that help to spread the vision &amp; mission of CESBA <i>"Quality of Life" emotional approach - acceptance</i> <i>marketing &amp; communication</i></li> </ul> <p><b>Open issues:</b></p> <ul style="list-style-type: none"> <li>How can ch. 4 look like?</li> <li>How can our findings be integrated?</li> <li>Applies it to different chapter?</li> </ul> <p><b>Recommendations:</b></p> <p><b>Logos:</b> CABEE, Alpine SPACE, CESBA, CENTRAL EUROPE, EUROPEAN UNION</p>
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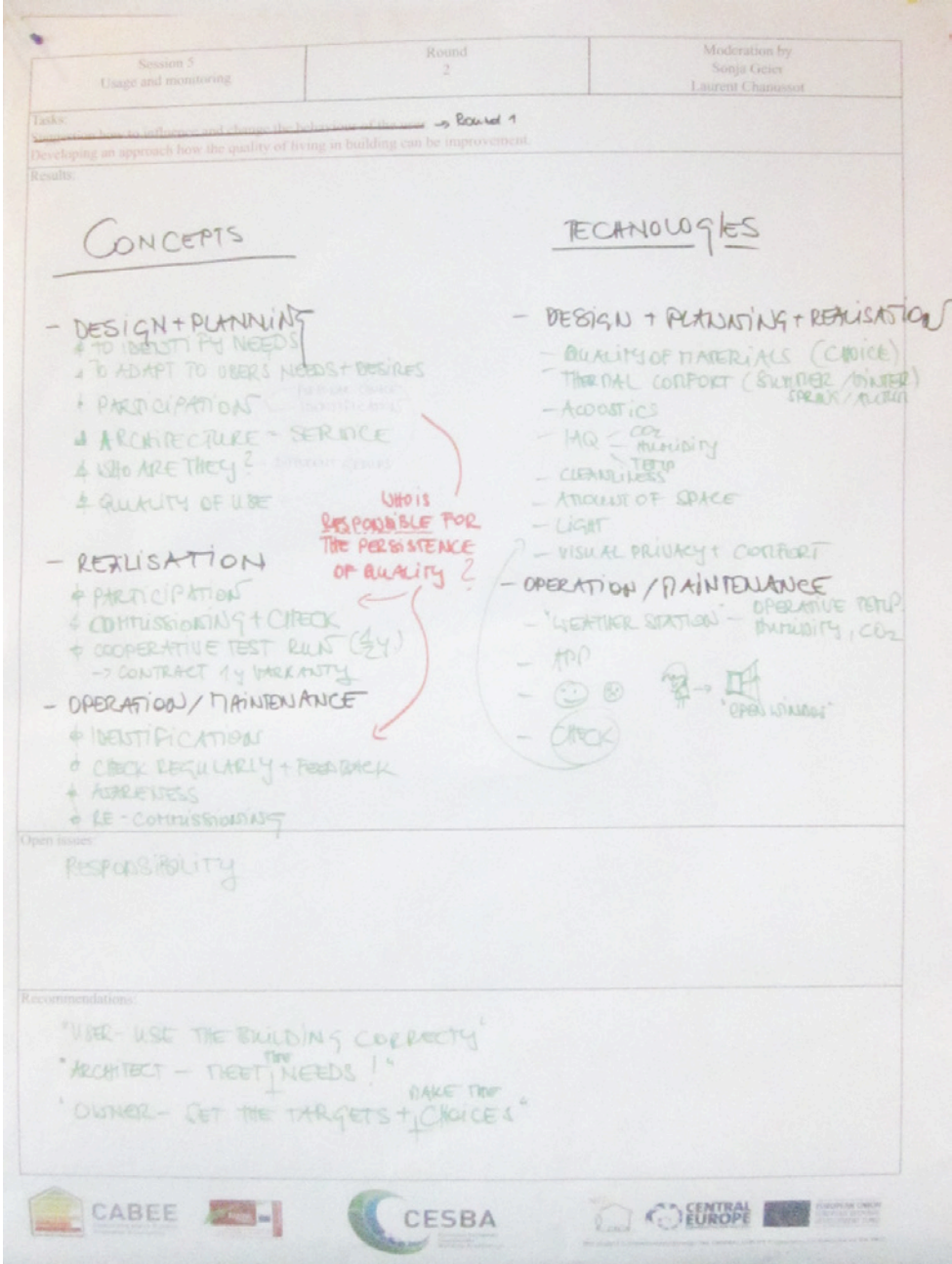


<p>6</p> <p>Wed 09.30 - 11.30</p>	<p><b>Task for this workshop round 6:</b></p> <ul style="list-style-type: none"> <li>☑ Sum up all tasks</li> <li>☑ Prepare the final suggestion on the chapter 4 of the booklet to the plenary</li> <li>☑ Internal confirmation of the results</li> </ul>	
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## Session 5 - Usage and monitoring

Round	Time	Moderation: Sonja Geier, Lucerne University of Applied Sciences and Arts and Laurent Chanussot, Rhônalpénergie Environnement Reference to the CESBA-Booklet draft: chapter 2.1, 3.3,4.3-4.5
1	Mon 16.00 - 18.00	<p><i>Introduction to the session by the moderator</i></p> <p><i>Input by Stéphanie Bauregard - "Criteria to define the usage"</i></p> <p><i>Input by Giulia Faiella - "Results ENERBUILD 5.2"</i></p> <p><i>Input by Luca de Giorgis - "Actual performance versus the expected one"</i></p> <p><b>Task for this workshop round 1:</b></p> <p>☑ Clarify the influence of the user to the building performance</p>  <p><b>Results:</b></p> <p>Building Performance: -E, -Water, -IEQ</p> <p>Context: ECONOMIC FORCES, CULTURAL, BEHAVIORAL, SOCIAL NORMS, PERCEPTIONS, CLIMATE, COMFORT</p> <p>'invisible consumption'</p> <p>Change → € , health, comfort</p> <p>→ EDUCATION, MONITORING, FEEDBACK → TIME-SCALE (frequency, needed info related to consumption)</p> <p>→ BENCHMARKING</p> <p>→ MAKE IT VISIBLE, 'change over the bill'</p> <p><b>Open issues:</b></p> <ul style="list-style-type: none"> <li>"INDICATORS" - CARBON FOOTPRINT</li> <li>"Highly DEVELOPED TECHNOLOGIES" - ? Cost optimal</li> <li>"DIFFERENT USERS" → how to distinguish strategies</li> </ul> <p><b>Recommendations:</b></p> <p>ROBUST, TECHNOLOGIES, EASY TO UNDERSTAND + USE</p> <p>Useful</p> <p>Buildings have to meet user's desires and abilities</p> <p>User → early design "Integrated Energy Design"</p>



<p>2</p> <p>Mon</p> <p>19.30</p> <p>–</p> <p>open end</p>	<p><b>Task for this workshop round 2:</b></p> <ul style="list-style-type: none"> <li>☑ Suggestion how to influence and change the behaviour of the user</li> <li>☑ Developing an approach how the quality of living in building can be improvement</li> </ul> 
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3

Tue  
09.30  
-  
11.30

**Task for this workshop round 3:**

☑ Responsibility models for the performance and usage of the building

Session 5 Usage and monitoring	Round 3	Moderation by Sonja Geier Laurent Chanussot
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Tasks:  
Responsibility models for the performance and usage of the building.

Results: *Responsab = liability*

Realization

Conception

Hypothesis

- aesthetics
- T°
- type of building
- climate ...
- ⇒ calculated values

Indicators Control

Contracting

usage

Monitoring T°, consumpt°...

Responsab. Transfer

Respons. Transfer

See = IPMP protocol, EPC models, Involvement of user and O&M from Concep<sup>o</sup> Phase

*Responsab = Awareness*

- give user a possibility to influence
- use Smart/IT possibilities to give feed back, information
- possible profit sharing systems.

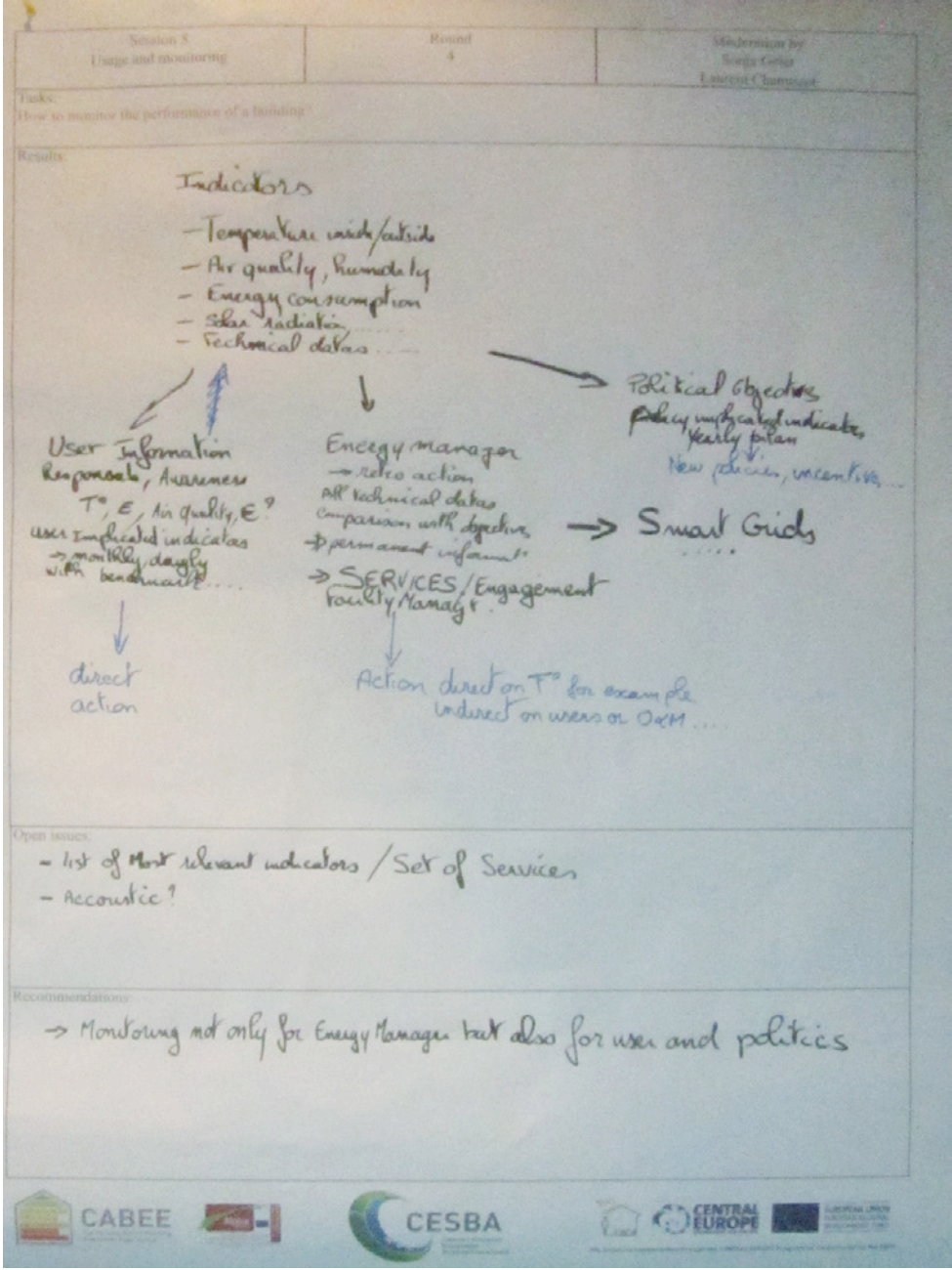
Open issues:

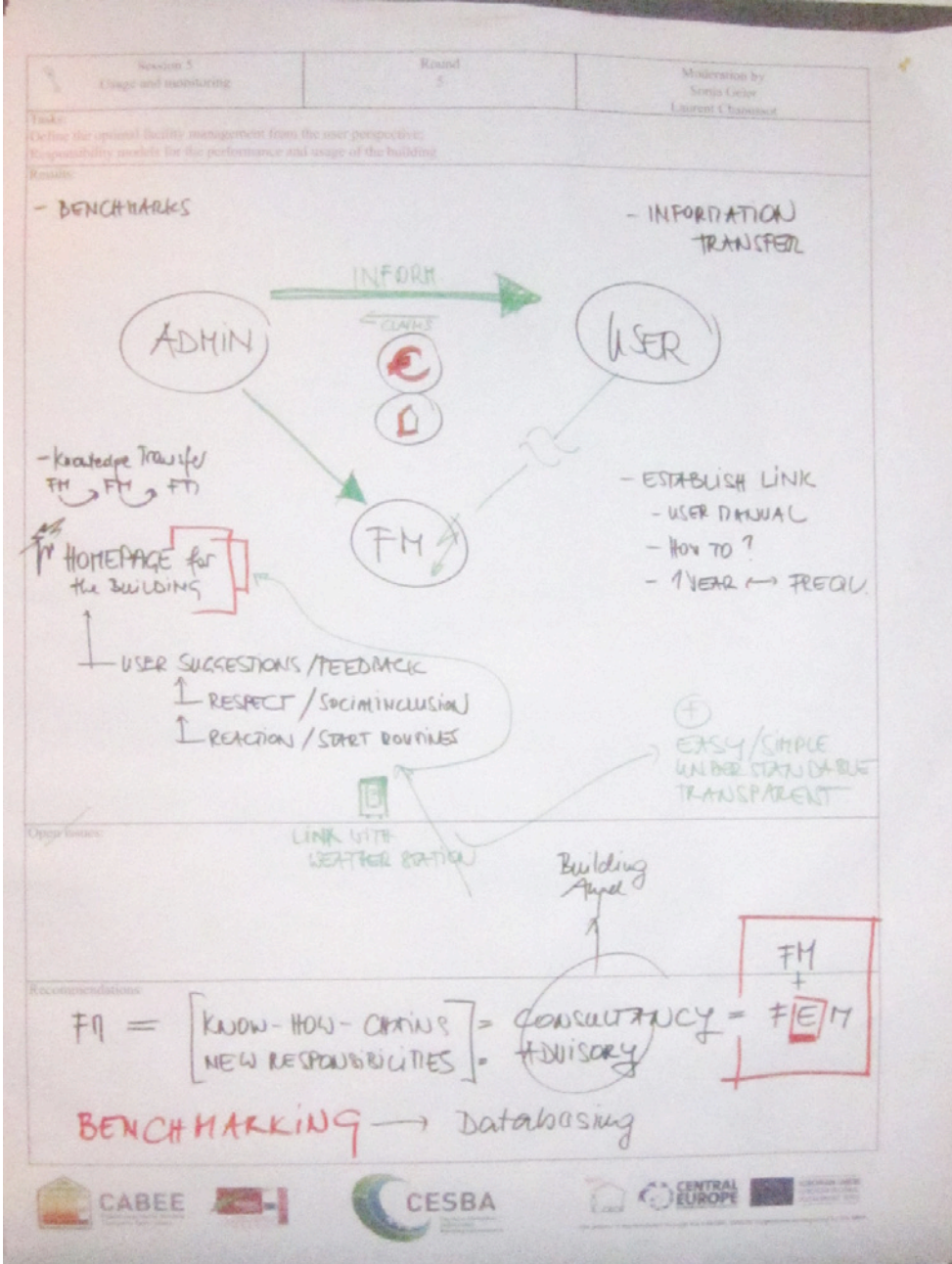
- How to control material performance? label? ..
- How to support local small companies to assume liable responsibilities

Recommendations:

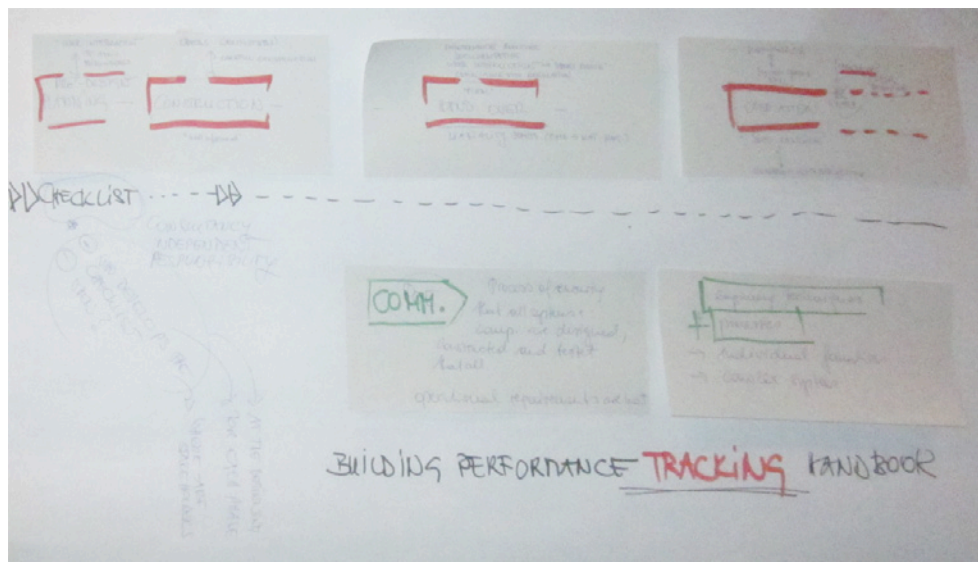
- The responsibility model must be defined at the concep<sup>o</sup> phase.



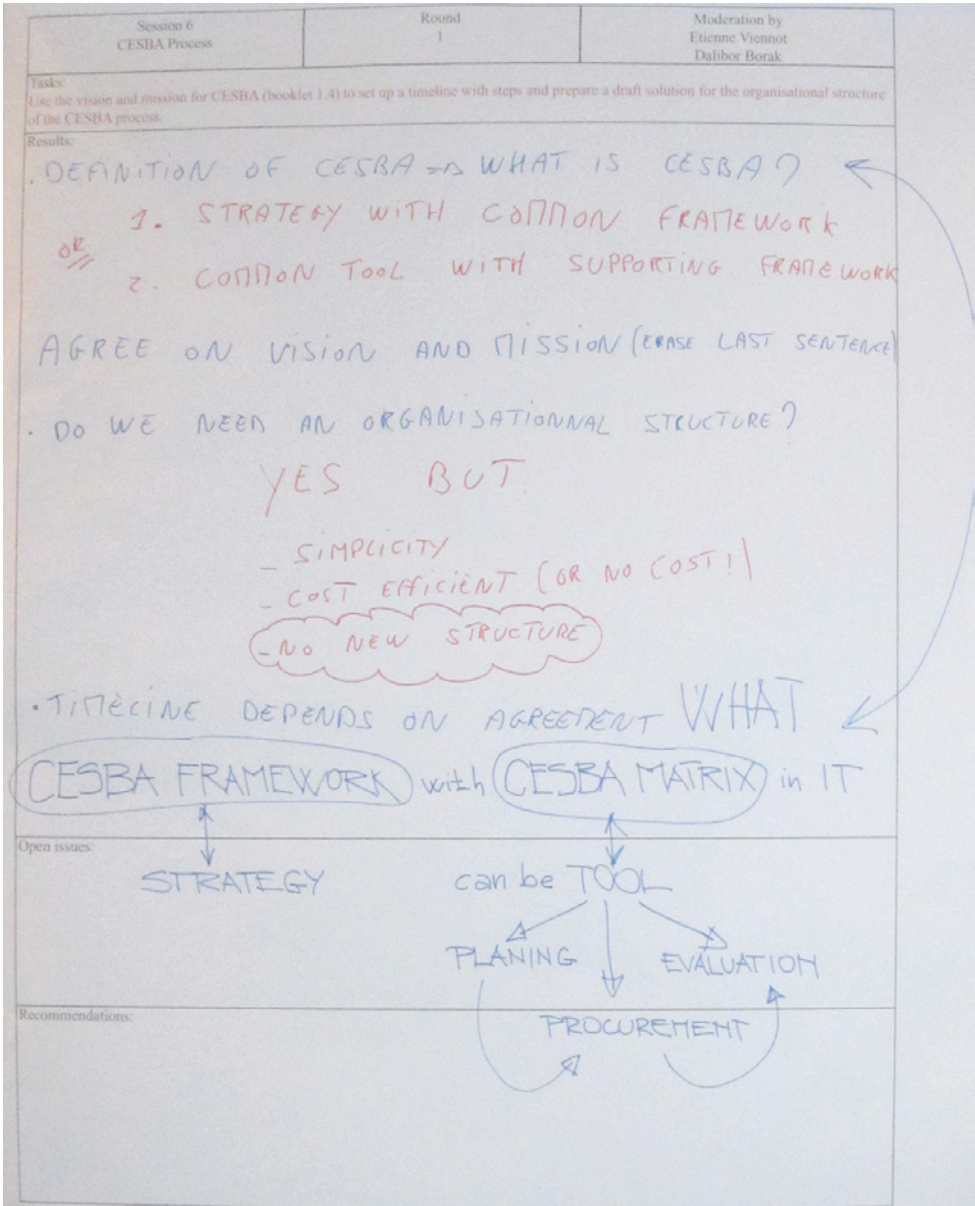

<p>4</p> <p>Tue</p> <p>14.00</p> <p>–</p> <p>17.00</p>	<p><i>Input by Stefano Dotta, Regione Piemonte – “Performance assessment of in use buildings: case studies in Regione Piemonte”</i></p> <p><i>Input by Sebastiano Ciavarella, ATC Torino – “Users behaviour and performance monitoring in social housing”</i></p> <p><b>Task for this workshop round 4:</b></p> <ul style="list-style-type: none"> <li>☑ How to monitor the performance of a building</li> <li>☑ Development of feasible commissioning scenarios</li> </ul>  <p>The flipchart content includes:</p> <ul style="list-style-type: none"> <li><b>Indicators:</b> <ul style="list-style-type: none"> <li>- Temperature inside/outside</li> <li>- Air quality, humidity</li> <li>- Energy consumption</li> <li>- Solar radiation</li> <li>- Technical data</li> </ul> </li> <li><b>User Information:</b> <ul style="list-style-type: none"> <li>Responsibility, Awareness</li> <li>T°, E, Air quality, E?</li> <li>User implicated indicators → monthly, daily with benchmark</li> <li>→ direct action</li> </ul> </li> <li><b>Energy manager:</b> <ul style="list-style-type: none"> <li>→ retro action</li> <li>All technical data</li> <li>Comparison with objectives</li> <li>→ permanent information</li> <li>→ SERVICES/Engagement Facility Manager</li> <li>→ Action direct on T° for example indirect on users or O&amp;M...</li> </ul> </li> <li><b>Political objectives:</b> <ul style="list-style-type: none"> <li>Policy, indicators, yearly plan</li> <li>New policies, incentives...</li> </ul> </li> <li><b>Smart Grids</b></li> <li><b>Open issues:</b> <ul style="list-style-type: none"> <li>- list of most relevant indicators / Set of Services</li> <li>- Accoustic?</li> </ul> </li> <li><b>Recommendations:</b> <ul style="list-style-type: none"> <li>→ Monitoring not only for Energy Manager but also for user and politics</li> </ul> </li> </ul> <p>Logos at the bottom of the flipchart: CABEE, Alpine Space, CESBA, CENTRAL EUROPE, EUROPEAN UNION.</p>
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<p>5</p> <p>Tue 19.00 – open end</p>	<p><b>Task for this workshop round 5:</b></p> <ul style="list-style-type: none"> <li>Define the optimal facility management from the user perspective</li> <li>Responsibility models for the performance and usage of the building</li> </ul>  <p>The diagram illustrates the relationships between three main entities: ADMIN, USER, and FM (Facility Management). ADMIN and USER are connected by a green arrow labeled 'INFORM' pointing towards USER, and a red arrow labeled 'CLAIMS' pointing towards ADMIN. Below this, there are two circular icons: one with a red 'E' and one with a red house icon. ADMIN is connected to FM by a green arrow labeled 'Knowledge Transfer' with 'FM' written below it. FM is connected to USER by a green arrow. A red box labeled 'FM + FEM' is also shown. The notes include 'BENCHMARKING -&gt; Databasing', 'CONSULTANCY = ADVISORY', and 'EASY/SIMPLE NUMBER STABLE TRANSPARENT'. Other notes include 'HOME PAGE for the BUILDING', 'USER SUGGESTIONS / FEEDBACK', 'RESPECT / SOCIAL INCLUSION', 'REACTION / START ROUTINES', 'LINK WITH WEATHER STATION', 'Building App', 'ESTABLISH LINK', 'USER MANUAL', 'HOW TO?', and '1 YEAR -&gt; FREQU'.</p>
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<p>6</p>	<p>Wed 09.30 - 11.30</p>	<p><b>Task for this workshop round 6:</b></p> <ul style="list-style-type: none"> <li>☑ Recommendations to the other session from the user perspective</li> <li>☑ Sum up all tasks</li> <li>☑ Prepare the final suggestion on the chapter 3.3, 4.3 – 4.5 of the booklet to the plenary</li> <li>☑ Internal confirmation of the results</li> </ul>  <p>The image shows handwritten notes on a whiteboard or paper. At the top, there are three diagrams with red boxes and arrows, possibly representing a process flow. Below these is a section titled 'Checklist' with a dashed line and arrows pointing to the right. Under the checklist, there are several notes and diagrams. One note says 'COMH.' followed by 'Process of energy but all systems design, installed and tested operational equipment'. Another note says 'Operational equipment' and 'Individual points in control system'. At the bottom, the title 'BUILDING PERFORMANCE TRACKING HANDBOOK' is written in red and black ink.</p>
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## Session 6 - CESBA Process

Round	Time	Moderation: Etienne Viennot, Rhônalénergie Environnement (RAEE) and Dalibor Borak, Czech Chamber of Architects Reference to the CESBA-Booklet draft: chapter 2.1, 2.2
1	Mon 16.00 – 18.00	<p><i>Introduction to the session by the moderators</i></p> <p><b>Task for this workshop round 1:</b></p> <p>☑ Use the vision and mission for CESBA (booklet 1.4) to set up a timeline with steps and prepare a draft solution for the organisational structure of the CESBA process</p>  <p>Session 6 CESBA Process</p> <p>Round 1</p> <p>Moderation by Etienne Viennot Dalibor Borak</p> <p>Tasks: Use the vision and mission for CESBA (booklet 1.4) to set up a timeline with steps and prepare a draft solution for the organisational structure of the CESBA process.</p> <p>Results:</p> <p>DEFINITION OF CESBA -&gt; WHAT IS CESBA? ←</p> <p>1. STRATEGY WITH COMMON FRAMEWORK</p> <p>OR</p> <p>2. COMMON TOOL WITH SUPPORTING FRAMEWORK</p> <p>AGREE ON VISION AND MISSION (ERASE LAST SENTENCE)</p> <p>DO WE NEED AN ORGANISATIONAL STRUCTURE?</p> <p>YES BUT:</p> <ul style="list-style-type: none"> <li>- SIMPLICITY</li> <li>- COST EFFICIENT (OR NO COST!!)</li> <li>- NO NEW STRUCTURE</li> </ul> <p>• TIMELINE DEPENDS ON AGREEMENT WHAT ←</p> <p>CESBA FRAMEWORK with CESBA MATRIX in IT</p> <p>Open issues:</p> <p>STRATEGY ↔ can be TOOL</p> <p>PLANNING ↔ EVALUATION</p> <p>PROCUREMENT</p> <p>Recommendations:</p> <p>  </p>



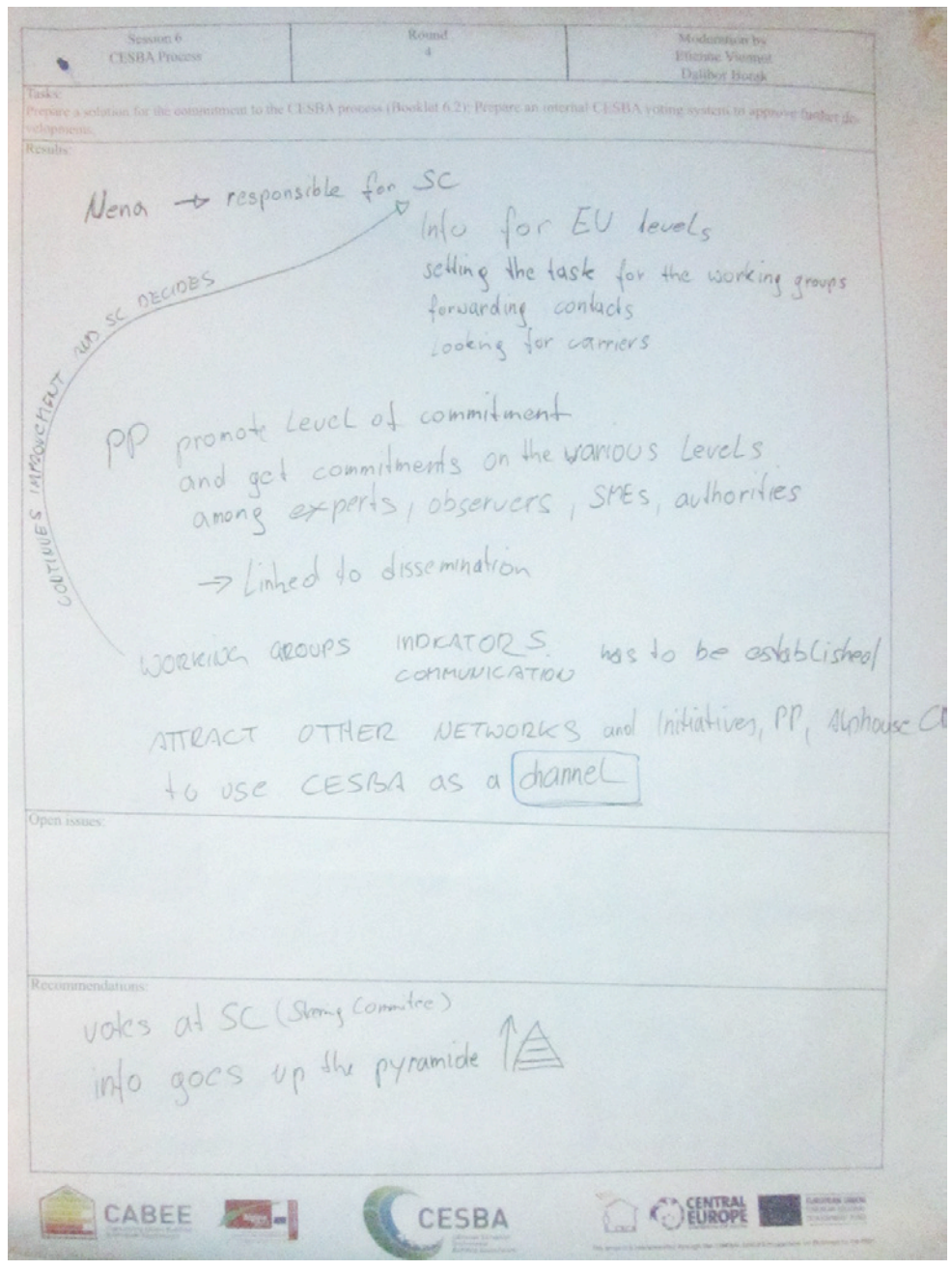
<p>2</p> <p>Mon</p> <p>19.30 – open end</p>	<p><b>Task for this workshop round 2:</b></p> <ul style="list-style-type: none"> <li>☑ Prepare a solution for the organisational structure of the CESBA process (Booklet 6.1)</li> <li>☑ Agreement on CESBA Wording (Booklet 5.1)</li> </ul> <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Session 6 CESBA Process</td> <td style="width: 33%; text-align: center;">Round 2</td> <td style="width: 33%; text-align: right;">Moderation by Etienne Viennot Dalibor Borak</td> </tr> <tr> <td colspan="3"> <p>Tasks: Prepare a solution for the organisational structure of the CESBA process (Booklet 6.1); Agreement on CESBA Wording (Booklet 5.1)</p> <p>Results:</p> <p><b>TASKS (OS)</b></p> <ul style="list-style-type: none"> <li>X - VERSIONS OF THE MATRIX &lt; CESBA MATRIX (LOCAL)</li> <li>X - PROMOTION, COMMUNICAT, MARKETING (MARKET ORIENTED)</li> <li>X - PUBLIC AFFAIRS (POLICY)</li> <li>X - CONTACT POINT(S) &lt; CENTRAL ? LOCAL ?</li> <li>X - LIST OF EXPERTS WHO KNOW CESBA AMBASADORS               <ul style="list-style-type: none"> <li>- POLITICAL LEVEL</li> <li>- ENG. LEVEL</li> <li>- ? MEDIA</li> <li>- ?</li> </ul> </li> <li>X - STEERING THE FRAMEWORK</li> <li>X - DECISION TAKING</li> <li>X - FINANCIAL ISSUES</li> <li>X - INFORMATION HANDLING (WIKI, WEB)....</li> <li>X - FUND RAISING - PROJECT CONTINUITY</li> <li>X • ONE ORGANISATIONAL STRUCTURE = NENA?</li> <li>X REGIONAL/LOCAL ORGANISATIONS</li> </ul> <p>Open issues:</p> <p>MEMBERS ?</p> <p>FEEs ?</p> <p>BOARD(S) — EXECUTIVE ?</p> <p>TECHNICAL ?</p> <p>Recommendations:</p> <p>WE DO NOT NEED A NEW ORGANISATION BUT WE NEED TO KNOW WHO IS DOING WHAT and WHEN</p> </td> </tr> <tr> <td colspan="3" style="text-align: center;">  </td> </tr> </table> </div>	Session 6 CESBA Process	Round 2	Moderation by Etienne Viennot Dalibor Borak	<p>Tasks: Prepare a solution for the organisational structure of the CESBA process (Booklet 6.1); Agreement on CESBA Wording (Booklet 5.1)</p> <p>Results:</p> <p><b>TASKS (OS)</b></p> <ul style="list-style-type: none"> <li>X - VERSIONS OF THE MATRIX &lt; CESBA MATRIX (LOCAL)</li> <li>X - PROMOTION, COMMUNICAT, MARKETING (MARKET ORIENTED)</li> <li>X - PUBLIC AFFAIRS (POLICY)</li> <li>X - CONTACT POINT(S) &lt; CENTRAL ? LOCAL ?</li> <li>X - LIST OF EXPERTS WHO KNOW CESBA AMBASADORS               <ul style="list-style-type: none"> <li>- POLITICAL LEVEL</li> <li>- ENG. LEVEL</li> <li>- ? MEDIA</li> <li>- ?</li> </ul> </li> <li>X - STEERING THE FRAMEWORK</li> <li>X - DECISION TAKING</li> <li>X - FINANCIAL ISSUES</li> <li>X - INFORMATION HANDLING (WIKI, WEB)....</li> <li>X - FUND RAISING - PROJECT CONTINUITY</li> <li>X • ONE ORGANISATIONAL STRUCTURE = NENA?</li> <li>X REGIONAL/LOCAL ORGANISATIONS</li> </ul> <p>Open issues:</p> <p>MEMBERS ?</p> <p>FEEs ?</p> <p>BOARD(S) — EXECUTIVE ?</p> <p>TECHNICAL ?</p> <p>Recommendations:</p> <p>WE DO NOT NEED A NEW ORGANISATION BUT WE NEED TO KNOW WHO IS DOING WHAT and WHEN</p>					
Session 6 CESBA Process	Round 2	Moderation by Etienne Viennot Dalibor Borak								
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3	Tue 09.30 - 11.30	<p><b>Task for this workshop round 3:</b></p> <p>☑ Prepare a draft solution for the commitment to the CESBA process (Booklet 6.2)</p>
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Session 6 CESBA Process	Round 3	Moderation by Etienne Viennot Dalibor Borak
<p>Tasks: Prepare a draft solution for the commitment to the CESBA process (Booklet 6.2) (e.g. on the booklet); Prepare a solution for continual improvement of CESBA.</p>		
<p>Results:</p> <p><b>VARIOUS KIND OF COMMITMENT (LEVELS):</b></p> <p>1) <del>IND TRAVELLING</del></p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;"><b>STEERING COM.</b></p> <p style="text-align: center;">STRATEGY DECISIONS <b>WHAT</b></p> <p style="text-align: center;">TACTIC DESS. <b>HOW</b></p> <p style="text-align: center;">meets <i>once a year</i></p> <p style="text-align: center;">no need for travelling but use occasions Skype, webseminar, email, phone as exchange send one person to SC</p> <p style="text-align: center;"><b>CESBA WORKING GROUPS</b></p> <ul style="list-style-type: none"> <li>• INDICATORS</li> <li>• COMMUNICATION</li> </ul> </div> <p style="margin-left: 200px;">1 - get invited 2 - include in presentations 3 - actively promote</p> <p style="margin-left: 10px;"><b>CESBA AMBASSADORS GOING OUT</b></p> <p style="margin-left: 10px;"><i>NAMES AS CONTACT PERSONS FOR PRESENTATIONS</i></p> <p style="margin-left: 10px;"><b>CESBA EDITORS (WIKI) PRODUCING INFO</b></p> <p style="margin-left: 10px;"><i>FOR WIKI AND MEDIA COLLECTION OF INFO AND FORMULATION FOR SPREADING</i></p> <p style="margin-left: 10px;"><i>when they are contacted they provide</i></p> <p style="margin-left: 10px;"><b>CESBA EXPERTS WORKING WITH CESBA</b></p> <p style="margin-left: 10px;"><i>INFO in their field</i></p> <p style="margin-left: 10px;"><del>INTERESTED IN INFO</del></p> <p style="margin-left: 10px;"><b>CESBA USERS</b></p> <p style="margin-left: 10px;"><i>gives no info but allow CESBA to make them visible</i></p> <p style="margin-left: 10px;"><b>INTERESTED IN INFO</b></p> <p style="margin-left: 10px;"><i>SUBSCRIPTION FOR THE NEWSLETTER</i></p> <p style="margin-left: 10px;"><i>10 Public Addresses</i></p>		



<p>4</p> <p>Tue</p> <p>14.00 – 17.00</p>	<p><i>Input by Paola Tolin, Chamber of Commerce of Torino – “NZEZ and SME: new market opportunities”</i></p> <p><b>Task for this workshop round 4:</b></p> <ul style="list-style-type: none"> <li>☑ Prepare a solution for the commitment to the CESBA process (Booklet 6.2)</li> <li>☑ Prepare an internal CESBA voting system to approve further developments (e.g. on the booklet)</li> <li>☑ Prepare a solution for continual improvement of CESBA</li> </ul> 
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<p>Tue 19.00 – open end</p>	<p><b>Task for this workshop round 5:</b></p> <ul style="list-style-type: none"> <li>☑ Prepare a solution to work together with finished, running, upcoming EU-Projects and initiatives</li> <li>☑ Prepare an action plan to promote CESBA towards EU institutions and EU networks</li> </ul> <div data-bbox="411 488 1388 1489" data-label="Text"> <p><u>FINISHED EU PROJECTS :</u></p> <ol style="list-style-type: none"> <li>1) IDENTIFY PERSONS INVOLVED IN PROJECTS</li> <li>2) SEND THEM INFO ABOUT CESBA (IN CEC5 20, IN VISIBLE 21 PROJECTS, BDM - MAIN)</li> <li>3) OFFER TO THESE PERSONS TO MAKE THEIR RESULTS COMPATIBLE WITH CESBA IN WIKI VISIBLE UPLOAD BY CEC5 + VISIBLE CABE EDITORS</li> </ol> <p><u>RUNNING PROJECTS :</u></p> <ol style="list-style-type: none"> <li>1-3 = DTTO UPLOAD BY THEIR EDITORS</li> <li>4) TO OFFER THEM TO BE CESBA AMBASADORS</li> </ol> <p><u>UP COMING PROJECTS :</u></p> <ol style="list-style-type: none"> <li>1) TO INFORM ALL PP FROM FINISHED + RUNNING PR. ABOUT THE VALUE OF CESBA TO THEIR FUTURE PR.</li> <li>2) TO INFORM —  — ALL WHO ARE INVOLVED IN CESBA PROCESS</li> </ol> <p>Recommendations: DEPENDING ON PERFORMANCE TO OFFER ACTIVE ROLE IN WORKING GROUPS OR SC</p> </div> <div data-bbox="411 1500 1388 1993" data-label="Text"> <p>olution to work together with finished, running, upcoming EU-Projects and initiatives.</p> <p><u>TO USE EXISTING LOBBY BODIES</u></p> <ol style="list-style-type: none"> <li>1) TO ASK PPs FROM CEC5, VISIBLE, CABE TO PROPOSE THE APPROACH TO IDENTIFIED L.B.</li> </ol> <ul style="list-style-type: none"> <li>- THEIR NEEDS + INTERESTS</li> <li>- THE POSSIBLE COMMITMENT</li> <li>- THE CONDITIONS OF SUPPORT</li> <li>- THEIR POSSIBLE INFLUENCE</li> </ul> </div>
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<p>6</p> <p>Wed 09.30 - 11.30</p>	<p><b>Task for this workshop round 6:</b></p> <ul style="list-style-type: none"> <li>☑ Sum up all tasks</li> <li>☑ Prepare the final suggestion on the chapter 6 of the booklet to the plenary</li> <li>☑ Internal confirmation of the results</li> </ul>
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GUIDELINES FOR NENA

- 1) SETTING UP A CESBA STEERING COMMITTEE  
WITH ONE PERSON/ORGANIZATION PER COUNTRY,  
WITH <sup>NOT ONLY</sup> MEMBERS OF NENA ~~MEMBER~~  
STEERING COMMITTEE
- 2) VALIDATE COMMUNICATION STRATEGY/MATERIALS  
DEVELOPED BY WP/LP COMMUNICATION LEADER  
LEADED BY ROBERT/MARKUS/PETER.
- 3) GENERAL CONTACT POINT AT EU LEVEL  
info@cesba.eu  
cesba@cesba.eu
- 4) STEERING COMMITTEE AND NENA SHOULD FIND A PERMANENT CARRIER OR FIND THE WAY TO CONTINUE TO BE THE CESBA CARRIER
- 5) STEERING COMMITTEE CREATES WORKING GROUP

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- 1) RULES + TEMPLATES
- 2) CONTENT OF WIKI
- 3) WHO TO ADDRESS 
 EU  
 NATIONAL

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2) REGULAR CONFERENCE ?