



5th Steering Committee Meeting

10 – 11 September 2012

Rhodes, Greece

Minutes

The project partners were welcomed by the hosting partner, the Development Agency of South Aegean Region – READ S.A., and in particular by the President of the agency's BoD, Ms Eleftheria Ftaklaki. Ms Ftaklaki thanked everyone for their presence and, after underlining the importance of such European projects for the development of Mediterranean countries, wished the partners a pleasant stay and a fruitful meeting.

The Lead Partner then chaired the meeting, opening with thanks to all partner for the work done and encouraging to a last effort until the end of the project.

The meeting started with a discussion on Management and Financial Issues.

The Lead Partner confirmed to the partners to have requested to the JTS an extension of one month to the project. The change will be official within the end of September.

The lead partner reminded to send scanned and signed copies of the FLC certificates and national control to Giuliana Ferro as soon as possible and in any case within the 25th October.

In the last report corrections have been made to certificates and payment claims which have delayed the reimbursement process. So for this 6th progress report, which collects activities and expenditures until the 31st August 2012, each partner should check carefully the errors in FLC reported and make sure they are not repeated in this progress report.

All transfers to partners have been registered in PRESAGE so partners need to complete the received payment sections.

For the 6th progress report it's very important that partners' activities reports are more detailed. For this reason the lead partner will send after this SC a table to be filled with a short description of activities and outputs for each project's component.

The Province of Savona asks to the partners to insert as much expenditures as possible in Presage, to start the process of certification and avoid delays.

The lead partner is going to close the budget reallocation request to the JTS, so partners must send their needs within the end of September.

All partners discussed about the organization of the next Steering committee and study visit, which are planned in the week from 5 to 9 of November and they will be organized by the French partners in one of the three cities involved. They are going to discuss about this with their offices and let us know something sure in the next period.

The final event will be organized by the Province of Savona in the week from 10 to 14 December. All partners were asked to ensure that at least one delegate from each comes to the final event. The Lead Partner will prepare a draft agenda of it in the next period.

The lead partner then illustrated the technical activities. Almost all partners have sent their contributions to the matrix. Some further integrations could be required by technical team. The Portuguese partner will send its cards and abstracts very soon.

In terms of integrated communication, the 2nd newsletter has now been published.

The lead partner will send after this SC a summarizing table to be filled by partners with all the outputs foreseen by the Application form (local communication plan, press conferences, project leaflet ...).

On the 12th September all partners went to visit the Greek study cases, the “La Marquise Luxury Resort Complex” hotel, which is in the process of applying an award-winning technique for smart buildings and energy management, and two private houses as an example of the private initiative in the sector of energy efficient construction.