

WPR Guideline Testing Phase

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OVERVIEW of WP 3 TESTING

WPR: iiSBE Italia R&D

Start Month: November 2016, **End Month:** July 2018

WP 3 Testing is composed by 5 activities:

Activity	Start Month	End Month	Responsible Partner
3.1 Analysis of transnational methods and KPIs for the assessment of buildings and urban areas	11-2016	May 2017	NOA
3.2 CESBA MED Local Committees	11-2016	July 2018	RAEE
3.3 Test of transnational assessment methods and indicators	03-2017	February 2018	EnvirobatBDM
3.4 Evaluation of test results	01-2017	July 2018	iiSBE
3.5 WP Coordination	11-2016	July 2018	iiSBE

WP3 Testing will produce 8 deliverables:

Deliverable	Type	Target value (units)	Finalization month	Responsible partner
3.1.1 Transnational Indicators and assessment methods for buildings and urban areas	Preliminary Study	1	May 2017	NOA
3.2.1 Local Committees activity report	Technical event	8	July 2018	RAEE
3.3.1 Testing protocol	Method	1	June 2017	iiSBE
3.3.2 Pilot testing results	Method	9	February 2018	EnvirobatBDM
3.4.1 CESBA MED SNT Generic Framework	Report	1	July 2018	iiSBE
3.4.2 CESBA MED KPIs and Passport	Report	1	July 2018	EnvirobatBDM
3.4.3 Regional CESBA MED SNTTools	Report	9	July 2018	University of Malta



WP3 Testing will produce 2 main project outputs:

Output	Description	Quantity	Finalization month
3.1 Transnational planning tools for energy efficient public Buildings	A transnational sustainability assessment framework for MED urban areas and 9 regionally contextualized tools (CESBA SNTTools) to be applied in the development and implementation of activities for the monitoring and management of energy consumption in public buildings.	1 System	July 2018
3.2 CESBA MED Local Committees	In each region CESBA MED will involve 9 target groups in the capacity raising activities through the setup of CESBA MED Local Committees (CMLCs). These committees will involve: local authorities, regional authorities, planners, energy agencies, research organizations, universities, training organizations, assessment scheme operators, general public.	72 Organizations involved	July 2018



ACTIVITIES DESCRIPTION, WORKPLAN AND TIMELINE

Activity 3.1 - Analysis of transnational methods and KPIs for the assessment of buildings and urban areas

Start month: 11-2016, **End month:** 5-2017

Responsible partner: NOA

Objective of the activity: to identify from previous EU projects and existing assessment tools at urban and building scale a set of sustainability indicators to be tested in 9 pilot areas. The indicators will be selected on the base of their relevance, operativity and affordability with regards to the Mediterranean context.

Level of Partners' involvement in the activity

Important	Medium	Minimum
NOA	iiSBE	CESBA
	University of Malta	Torino
	Energy Institute Hrvoje Požar	Udine
		St Cugat
		Governement of Catalonia
		RAEE
		EnvirobatBDM
		Urban Community of Marseille Metropolitan Province

Description of the activity

Objective

Starting from existing knowledge, Activity 3.1 will produce 2 CESBA MED transnational sets of indicators for the integrated assessment of public buildings and urban areas in the Mediterranean context.

The existing knowledge consists of sets of indicators developed by previous European projects and two assessment tools at urban scale:

- EU project at building scale: Enerbuild (Interreg ASP), CEC5 (Interreg Central Europe), Openhouse (FP7), Superbuildings (FP7), Episcopo (IEE), IRH MED (Interreg MED)
- EU projects at urban scale: CABEE (Interreg ASP), FASUDIR (FP7), NewTREND (H2020), CLUE (Interreg IVC), CAT-MED (Interreg MED)
- Assessment tools: Protocollo ITACA Scala Urbana, Quartiers Durables Méditerranéens.



Physical boundaries

The CESBA MED set of indicators at urban scale will allow to assess the sustainability of an area ranging from a small size (block, cluster) up to a large scale (neighbourhood).

The reference parameters for a neighbourhood (large scale) are:

- Square with a 200-400 m size
- Area that can be crossed in 10-15 min walk
- 200-1500 inhabitants

The reference parameters for a block/cluster (small scale) are:

- 5 – 15 buildings
- Traditional composition: few buildings (adjacent or separated), internal courtyard

The CESBA MED set of indicators at building scale will allow to evaluate the sustainability of public buildings of different uses (i.e. school, offices, residence, etc.).

Time boundaries

The CESBA MED set of indicators at urban scale will allow to assess the sustainability of an area concerning:

- existing urban areas
 - the actual performance. The assessment is carried out to take a picture about the actual performance of the urban area and to identify possible critical issues;
 - the potential performance related to retrofit scenarios. The assessment is carried out to identify the most cost effective sustainable retrofit scenario;
 - the monitoring of urban retrofit actions. The assessment is carried to evaluate the effectiveness of urban retrofit actions and the achievement of the sustainability performance targets.
- new urban developments
 - the potential performance of alternative planning options. The assessment is carried out to identify the most cost effective sustainable development option;
 - the monitoring of new urban developments. The assessment is carried out to monitor
 - the new urban development and the achievement of the performance targets.



The CESBA MED set of indicators at building scale will allow to assess the sustainability of a building concerning:

- buildings under renovation
 - the actual performance. The assessment is carried out to make a picture about the actual performance to identify the sustainability critical issues;
 - the potential performance related to refurbishment scenarios. The assessment is carried out to identify the most cost effective sustainable retrofit option;
 - the performance in the design phase;
 - the performance in the construction phase;
 - the performance in the as built phase;
 - the performance in the in use phase.
- new buildings
 - the potential performance of alternative design options. The assessment is carried out to identify the most cost effective sustainable design option;
 - the performance in the design phase;
 - the performance in the construction phase;
 - the performance in the as built phase;
 - the performance in the in use phase.

Multicriteria Assessment Methodology

CESBA MED will produce an assessment system composed by a generic framework (CESBA MED SN Generic Framework) and 9 locally contextualized assessment tools (CESBA MED SNTools).

The reference assessment methodology adopted by CESBA (ref. CESBA Guide – Project CEC5) is the SBTool of iISBE that gives the possibility of a total contextualization of tools to local conditions,

In CESBA MED, the SBTool assessment methodology, originally developed for the building scale, will be adapted for the application at urban scale.

Finally, an integrated multi scale CESBA MED assessment methodology will be developed to connect the assessments at building and urban scale.

Selection of indicators from the existing knowledge

The 2 CESBA MED sets of indicators (building and urban scale) will be composed by indicators selected from existing sets developed by previous EU projects and assessment tools.



The selected indicators will fulfil the following requirements:

- operational: possibility to calculate the indicators on the base of accessible open data and information from existing databases;
- affordable: possibility to calculate the indicator through a cost and time effective process;
- suitable to support decision making processes concerning the sustainability improvement of public buildings and urban areas;
- suitable for certification processes at building and urban scale;
- relevant for the Mediterranean context.

The sets of indicators will be defined with the intent to be used in assessment activities at building and urban scale for:

- the evaluation of the actual level of sustainability of urban areas and public buildings;
- the identification of the most cost effective retrofit scenario for sustainable urban areas and public buildings;
- the evaluation of alternative design options for new sustainable urban developments and public buildings;
- the development of target based action plans for sustainable public buildings;
- the sustainability certification of public buildings and urban areas.

The existing sets of indicators to be analysed will be provided by the following PPs:

- Building scale
 - o ENERBUILD (Enerbuild Tool): RAEE
 - o CEC5 (CESBA Tool): City of Udine
 - o Superbuildings: iiSBE
 - o Openhouse: iiSBE
 - o IRH-MED: Government of Catalonia
 - o Episcopo: NOA
- Urban scale
 - o CABEE (CABEE Cluster Tool): RAEE
 - o FASUDIR: iiSBE
 - o NewTREND: iiSBE
 - o CLUE: City of Torino
 - o CAT-MED : City of Torino
 - o Protocollo ITACA: iiSBE
 - o Quartiers Durables Méditerranéens : EnvirobatBDM



Deliverable 3.1.1 Transnational Indicators and assessment methods for buildings and urban areas

The activity 3.1 will produce one deliverable:

- 3.1.1 Transnational Indicators and assessment methods for buildings and urban areas

Deliverable responsible: NOA

Type: Preliminary Study

Target: 1 Unit

Finalisation month: May 2017

The deliverable will be a technical report. Its content will be:

- description of the activities carried out to select the two sets of indicators at building and urban scale;
- the set of selected indicators at building level in the form of a catalogue;
- the set of selected indicators at urban level in the form of a catalogue;
- description of the revised SBTool multicriteria assessment methodology for the urban scale in the Mediterranean context.

Workplan

ACTIVITY	Deadline	Partner
NOA prepares and sends a template to collect the information from PPs (listed above) on existing indicators at building and urban scale.	March 17 2017	NOA to PPs
On the base of the assigned projects and assessment systems (listed above) PPs complete the template received and send it to NOA.	April 7 2017	PPs to NOA
iiSBE forwards to PPs the description of the CESBA multicriteria assessment method.	May 5 2017	iiSBE to PPs
Analysis of the templates provided by PPs and definition of 2 draft sets of indicators at building and urban scale. Draft sets of indicators sent to PPs for comments.	May 12 2017	NOA+iiSBE+UoM+EIHP
Feedbacks on the CESBA multicriteria assessment method	May 19 2017	PPs to iiSBE
Feedback on the 2 draft sets of indicators	May 26 2017	PPs to NOA
Final version of the CESBA multicriteria assessment method	June 2 2017	iiSBE to NOA
Finalization of the Deliverable	June 17 2017	NOA



Activity 3.2 - CESBA MED Local Committees

Start month: 11-2016, **End month:** 7-2018

Responsible partner: RAEE

Objective of the activity: to set up in each project Region a CESBA MED Local Committee (CLC) to :

- involve local stakeholders in the project in a collective way to share experiences
- advise the project partners in the development of the activities and provide information on the pilot cases as needed
- support the project activities and communication and ensure the long terms results

The Committee will be formed by representatives of the key target groups addressed by the project:

- public building stock managers/owners
- local authorities
- regional authorities
- planners, architects and engineers organizations
- energy agencies, training organizations, assessment scheme operators
- research organizations, universities...

A good balance has to be found between a good representation of stakeholders and not too many people to ensure the efficiency of the CLCs.

The Local committees will be established in the first 6 months of the project in each pilot testing region, will meet every two months and produce meeting reports to be collected in a final activity report.

Level of Partners' involvement in the activity

Important	Medium	Minimum
City of Torino	Municipality Sant Cugat del Vallès	Urban Community of Marseille Metropolitan Province
Energy Institute Hrvoje Požar	iiSBE	
EnvirobatBDM		
Government of Catalonia		
Municipality of Udine		
NOA		
RAEE		
University of Malta		

Description of the activity

The first activity is to identify stakeholders of the various categories that will be useful to involve in the project. If a working group on sustainable buildings/district is already existing, working with them is useful.



Sometimes, at the beginning, formal exchanges will be needed to involve the stakeholders one by one and it will take some time. These meetings must be formalized by minutes and will be then considered as the first step: CLC establishment.

Then a first meeting will be organized before May 2017 to:

- present the project and its objectives,
- involve the members and start to share their skills and background but also priorities
- define their possible contribution in the project activities and communication
- if possible share the state of art
- establish a draft of planning for 2017 : working methodology (exchanges by emails, feedback on documents, most important subjects to discuss or work on, dates of meetings...)

After the first meeting, the CLC has to meet every 2 month until august 2018 i.e. 7 meetings.

Different situations can be found depending of the regional situation. CCL sometime already exists and partners have only to reinforce it for the project and sometimes CLC will be set up just by/for the project. In some cases, it can be useful to have two levels of CLC meetings, one more on strategic and political aspects with national and regional stakeholders and one more effective on the pilot project.

Then the activities of the CLC will be different in each region and be adapted to the context and the project advancement. For example meetings can be organized to share the most important steps of the project: state of art at regional level, KPI discussion, test protocol, tool framework and to share the pilot project evaluation: one meeting for each category of the framework.

Many meetings are too boring and not really interesting for some stakeholders. Then, other activities can be organized if needed and useful to bring some inputs in the CLC discussions and experience sharing: presentation (or study visit) of a best practice example by another city or contribution on one topic by an external expert (for example how to evaluate the 'Quality of life'?).

The rate of meetings is the responsibility of each partner, every two months is an average objective but 4 meetings have to be organized in 2017 and 4 in 2018.

Deliverable 3.2.1 Local Committees Activity Report

The activity will produce the deliverable "3.2.1 Local Committees Activity Report" in 8 units, one per region. Each activity report will summarize the activities and the feedback and lessons learned of the CESBA Local Committees. RAEE will give a template for these reports in the beginning of 2018. Participants list and minutes in local language will be put in annex of this report.

The following partners are in charge to produce the units:

- City of Torino
- City of Udine
- EnvirobatBDM
- Government of Catalonia
- NOA
- University of Malta
- RAEE
- Energy Institute Hrvoje Požar



iiSBE Italia will collaborate with the City of Torino and the Municipality of Udine for the CLCs organization and management.

The Municipality of Sant Cugat del Vallès will collaborate with the Government of Catalonia for the Catalan CLC organization and management.

Deliverable Responsible: RAEE

Type: Technical event

Target: 8 Unit

Finalisation month: July 2018

Workplan

ACTIVITY	Deadline	Partner
CLC establishment : Set up the CLC and involve the stakeholders, define the CLC strategy (regional + local + activities)	May 2017	City of Torino , City of Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
First CLC meeting	May 2017	City of Torino , City of Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
3 other CLC meetings for 2017	January 2018	City of Torino , City of Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
Template for the report	February 2018	RAEE
4 CLC meetings for 2018	July 2018	City of Torino , City of Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
Regional report	July 2018	City of Torino , City of Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar



Activity 3.3 - Test of transnational assessment methods and indicators

Start month: 3 -2017, **End month:** 2 -2018

Responsible partner: EnvirobatBDM

Objective of the activity: in 9 MED cities (Torino, Udine, Sant Cugat del Vallès, Barcelona plus one in Greece, Croatia, Malta, PACA, Rhône Alpes) a pilot urban area with public buildings (residences, schools, offices, etc.) will be chosen for testing the assessment indicators and methodologies defined in Activity 3.1.

The test activity will be based on a common protocol among all pilot cases, and a final assessment report will be prepared for each pilot test. The test will also include a simulation of a decision making processes to support the development of energy plans for public buildings and the identification of the best scenario for a sustainable urban retrofit of the pilot area.

Level of Partners' involvement in the activity

Important	Minimum
City of Torino	Urban Community of Marseille Metropolitan Province
Energy Institute Hrvoje Požar	
EnvirobatBDM	
Government of Catalonia	
Municipality of Udine	
NOA	
RAEE	
University of Malta	
Municipality Sant Cugat del Vallès	
iiSBE	

Deliverable

The activity will produce three deliverables:

- 3.3.1 Testing protocol

Deliverable responsible: iiSBE

Type: Method

Target: 1 Unit

Finalisation month: June 2017



- 3.3.2 Pilot testing results

Deliverable responsible: EnvirobatBDM

Type: Method

Target: 9 Units

Finalisation month: February 2018

Deliverable 3.3.1 Testing Protocol

The deliverable will be composed by 5 elements:

- CESBA MED SN Generic Framework;
- Guideline for the contextualization of the CESBA SN Generic Framework;
- Model of Decision Making Process for sustainable public buildings and urban areas;
- Model of Test Report;
- Test Process Guideline.

The “CESBA MED SN Generic Framework” will be a multicriteria assessment system for rating the sustainability performance of Mediterranean urban areas and buildings in the form of a calculation sheet. The framework will be composed by two interacting modules, one at building scale and one at urban scale. The two modules will integrate the two CESBA MED sets of indicators defined in Activity 3.1.

In addition to the CESBA MED sets of indicators defined in Activity 3.1, the “CESBA SN Generic Framework” module at building scale will include the indicators of the “EU framework of buildings environmental performance indicators for office and residential buildings”. As agreed with DG Environment, the project CESBA MED will be the first to test the EU Framework.

The contextualization of the “CESBA MED SN Generic Framework” will generate 9 assessment tools that will be tested in the 9 pilot urban areas in Italy, Spain, France, Croatia, Malta and Greece. The “Guideline for the contextualization of the CESBA SN Generic Framework” will describe the process to generate the 9 local CESBA SN Tools. The contextualization process will basically consist in the following steps:

- Selection of the issues, categories and criteria relevant at local level;
- Assignment of local weights to issues, categories and criteria;
- For each indicator, definition of a performance scale based on local benchmarks.

The “Model of Decision Making Process” for sustainable public buildings and urban area will describe an integrated process for selecting and prioritizing energy efficiency and sustainable retrofitting interventions for significant performance improvements in the rehabilitation of public buildings and urban areas. The methodology will be also applicable to new urban areas for the selection of the more sustainable development scenario. The Model will integrate the urban and building scale approach in one integrated decision making process.

The “Model of Test Report” will be the template to describe the results of the test activities carried out in the 9 pilot areas.

The “Test Process Guideline” will describe in detail the testing steps. In particular:

- the assessment process of pilot test areas using the local CESBA MED SN Tools;
- the simulation steps of the Decision Making Process;
- the instruction to fill the Test Report.



Workplan

ACTIVITY	Deadline	Partner
Draft of “CESBA MED SN Generic Framework”, “Model of Decision Making Process”, “Test Process Guideline” and “Model of Test Report”	May 19 2017	iiSBE+EnvirobatBDM to PPs
Comments on the “CESBA MED SN Generic Framework” draft	June 2 2017	PPs to iiSBE
Comments on “Model of Decision Making Process”, “Model of Test Report” and “Test Process Guideline” drafts	June 9 2017	PPs to iiSBE
Second Draft of the “CESBA MED SN Generic Framework”	June 14 2017	iiSBE to PPs
Comments on the second draft of the “CESBA MED SN Generic Framework”	June 23 2017	PPs to iiSBE
Deliverable 3.3.1 Finalization	June 30 2017	iiSBE

Deliverable 3.3.2 Pilot Testing results

The testing phase will be carried out in four steps:

- Identification by PPs (City of Torino, Energy Institute Hrvoje Požar, EnvirobatBDM, Government of Catalonia, Municipality of Udine, NOA, RAEE, University of Malta, Municipality Sant Cugat del Vallès) of their pilot area for a total of 9. The pilot area can be an urban area of any size between a block/cluster to a neighbourhood. In each pilot area two public buildings of different use (i.e residential, school, office) will be also identified;
- PPs contextualize the CESBA MED SN Generic Framework to produce the 9 CESBA MED SN Tool to be tested in the sustainability assessment of the pilot areas;
- PPs carry out the test activities on their pilot area following the “Test Process Guideline” instructions. The integrated assessment activities will concern the urban area and two public buildings located in the pilot area;
- PPs complete the Test Report.

The test phase will produce one Test Report for each of the 9 pilot areas.

ACTIVITY	Deadline	Partner
Identification of the pilot area and public buildings	June 30 2017	PPs to EnvirobatBDM
Contextualization of the CESBA MED SN Generic Framework	October 13 2017	PPs
Testing Activities	January 19 2018	PPs
Test Report	February 9 2018	PPs to EnvirobatBDM
Deliverable finalization	February 28 2018	EnvirobatBDM



Activity 3.4 - Evaluation of test results

Start month: 1 -2018, **End month:** 7 -2018

Responsible partner: iiSBE

Objective of the activity

On the base of the pilot testing results, a set of tools will be finalized:

- a transnational generic framework for the integrated multi scale sustainability assessment of public buildings and small urban areas (CESBA SN Generic Framework);
- a set of 9 contextualized and harmonized versions of the CESBA SN Tool (Torino, Udine, Sant Cugat del Vallès, Barcelona plus one in Greece, Croatia, Malta, PACA, Rhône Alpes)
- a set of Key Performance Indicators at building and urban scale;
- an optimized “Model of Decision Making Process” based on CESBA SN Tools;
- the CESBA MED Passport for buildings and neighbourhoods.

Level of Partners’ involvement in the activity

Important	Medium	Minimum
EnvirobatBDM	City of Torino	Urban Community of Marseille Metropolitan Province
NOA	Energy Institute Hrvoje Požar	
University of Malta	Government of Catalonia	
iiSBE	Municipality Sant Cugat del Vallès	
	Municipality of Udine	
	RAEE	

Deliverable

The activity will produce three deliverables:

- 3.4.1 CESBA MED SNT Generic Framework

Deliverable responsible: iiSBE

Type: Report

Target: 1 Unit

Finalisation month: July 2018

- 3.4.2 CESBA MED KPIs and Passport

Deliverable responsible: EnvirobatBDM

Type: Report

Target: 1 Unit

Finalisation month: July 2018



- 3.4.3 Regional CESBA MED SNTools

Deliverable responsible: University of Malta

Type: Report

Target: 9 Units

Finalisation month: July 2018

Deliverable 3.4.1 CESBA MED SNT Generic Framework

Trough the evaluation of the tests carried out on the pilot areas, the CESBA MED SNT Generic Framework will be finalized. The CESBA MED SN Generic Framework will be a multicriteria sustainability assessment system for the integrated evaluation of urban areas and buildings. The deliverable will be an excel file that will allow to generate local CESBA MED SNTools for any urban area and public building in the Mediterranean region.

Workplan

ACTIVITY	Deadline	Partner
Evaluation of the assessment activities at urban and building scale carried out in Activity 3.3	March 30 2018	iiSBE + NOA + University of Malta + EnvirobatBDM
Draft of post testing CESBA MED SN Generic Framework	April 13 2018	iiSBE
Feedback on the CESBA MED SN Generic Framework	May 11 2018	PPs
Second draft of CESBA MED SN Generic Framework	June 1 2018	iiSBE
Feedback on the second draft of CESBA MED SN Generic Framework	June 29 2018	PPs
Deliverable finalization	July 31 2018	iiSBE

Deliverable 3.4.2 CESBA MED KPIs and Passport

From the criteria included in the CESBA MED Generic Framework a core group of Key Performance Indicators will be selected at building and urban scale.

For the selected indicators, a common metric and calculation method will be established. The KPIs will allow the transnational comparison in absolute terms (i.e Tons CO₂/inhabitant) of the performances regarding the most important sustainability issues.

The KPIs will:

- represent all the three dimensions of sustainability (environmental, social and economic)
- be of essential and top relevance
- be performance based
- be quantitative.
- be usable, reliable
- allow benchmarks.



The CESBA Passport will be the graphical representation in the form of a certificate and label of the KPIs value. This document will be used to compare in the Mediterranean area the performances of buildings and neighbourhoods.

ACTIVITY	Deadline	Partner
Set up of the KPIs selection process	March 30 2018	EnvirobatBDM
Finalization of the KPIs selection	May 15 2018	PPs
Draft of CESBA Passport	May 31 2018	Envirobat BDM
Feedback on the CESBA Passport Draft	June 15 2018	PPs
Common metrics draft	June 15 2018	EnvirobatBDM
Feedback on common metrics draft	July 6 2018	PPs
Deliverable finalization	July 31 2018	Envirobat BDM

Deliverable 3.4.3 Regional CESBA MED SNTTools

In Activity 3.3, PPs will produce a Test Report (Deliverable 3.3.2) with the outcomes concerning the application of the local CESBA MED SNTTools.

In Activity 3.4, the local CESBA MED SNTTools will be revised, optimized and harmonized.

The Deliverable will be composed by 9 CESBA MED SNTTools in the form of a calculation sheet and by a Report that will describe the local tools.

A methodological harmonization between the local tools will be guaranteed. All the CESBA MED SNTTools will be CESBA labelled.

ACTIVITY	Deadline	Partner
Review and optimization of the local CESBA SNTTools	April 30 2018	PPs
Validation of the CESBA SNTTools	June 30 2018	University of Malta
Deliverable finalization	July 31 2018	University of Malta



DEADLINES SUMMARY

ACTIVITY		Deadline	Partner
MARCH 2017			
3.1.1	NOA prepares and sends a template to collect the information from PPs (listed above) on existing indicators at building and urban scale.	17/03/2017	NOA to PPs
APRIL 2017			
3.1.1	On the base of the assigned projects and assessment systems (listed above) PPs complete the template received and send it to NOA.	07/04/2017	PPs to NOA
MAY 2017			
3.1.1	iiSBE forwards to PPs the description of the CESBA multicriteria assessment method.	05/05/2017	iiSBE to PPs
3.1.1	Analysis of the templates provided by PPs and definition of 2 draft sets of indicators at building and urban scale. Draft sets of indicators sent to PPs for comments.	12/05/2017	NOA+iiSBE+University of Malta
3.3.1	Draft of "CESBA MED SN Generic Framework", "Model of Decision Making Process", "Test Process Guideline" and "Model of Test Report"	19/05/2017	iiSBE+EnvirobatBDM to PPs
3.1.1	Feedbacks on the CESBA multicriteria assessment method	19/05/2017	PPs to iiSBE
3.1.1	Feedback on the 2 draft sets of indicators	26/05/2017	PPs to NOA
3.2	CLC establishment : Set up the CLC and involve the stakeholders, define the CLC strategy (regional + local + activities)	31/05/2017	Torino , Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
3.2	First CLC meeting	31/05/2017	Torino , Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar



JUNE 2017			
3.3.1	Comments on the “CESBA MED SN Generic Framework” draft	02/06/2017	PPs to iiSBE
3.1.1	Final version of the CESBA multicriteria assessment method	02/06/2017	iiSBE to NOA
3.3.1	Comments on “Model of Decision Making Process”, “Model of Test Report” and “Test Process Guideline” drafts	09/06/2017	PPs to iiSBE
3.3.1	Second Draft of the “CESBA MED SN Generic Framework”	14/06/2017	iiSBE to PPs
3.1.1	Finalization of the Deliverable	17/06/2017	NOA
3.3.1	Comments on the second draft of the “CESBA MED SN Generic Framework”	23/06/2017	PPs to iiSBE
3.3.1	Deliverable 3.3.1 Finalization	30/06/2017	iiSBE
3.3.2	Identification of the pilot area and public buildings	30/06/2017	PPs to EnvirobatBDM
OCTOBER 2017			
3.3.2	Contextualization of the CESBA MED SN Generic Framework	13/10/2017	PPs
JANUARY 2018			
3.3.2	Testing Activities	19/01/2018	PPs
3.2	3 other CLC meetings for 2017	31/01/2018	Torino , Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar
FEBRUARY 2018			
3.3.2	Test Report	09/02/2018	PPs to EnvirobatBDM
3.3.2	Deliverable finalization	28/02/2018	EnvirobatBDM
3.2	Template for the report	28/2/2018	RAEE
MARCH 2018			
3.4.1	Evaluation of the assessment activities at urban and building scale carried out in Activity 3.3	30/03/2018	iiSBE + NOA + University of Malta + EnvirobatBDM
3.4.2	Set up of the KPIs selection process	30/03/2018	EnvirobatBDM



APRIL 2018			
3.4.1	Draft of CESBA MED SN Generic Framework	13/04/2018	iiSBE
3.4.3	Review and optimization of the local CESBA SNTools	27/04/2018	PPs
MAY 2018			
3.4.1	Feedback on the CESBA MED SN Generic Framework	11/05/2018	PPs
3.4.2	Finalization of the KPIs selection	15/05/2018	PPs
JUNE 2018			
3.4.1	Second draft of CESBA MED SN Generic Framework	01/06/2018	iiSBE
3.4.2	Draft of CESBA Passport	15/06/2018	Envirobat BDM
3.4.2	Feedback on the CESBA Passport Draft	15/06/2018	PPs
3.4.2	Common metrics draft	15/06/2018	EnvirobatBDM
3.4.1	Feedback on the second draft of CESBA MED SN Generic Framework	29/06/2018	PPs
3.4.3	Validation of the CESBA SNTools	29/06/2018	University of Malta
JULY 2018			
3.4.2	Feedback on common metrics draft	06/07/2018	PPs
3.4.1	Deliverable finalization	31/07/2018	iiSBE
3.4.2	Deliverable finalization	31/07/2018	Envirobat BDM
3.4.3	Deliverable finalization	31/07/2018	University of Malta
3.2	4 CLC meetings for 2018	31/07/2018	Torino , Udine, EnvirobatBDM, Government of Catalonia, NOA, University of Malta, RAEE, Energy Institute Hrvoje Požar

