




## Energy Data Innovation Network

GA N. 695916

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<b>Abstract</b>	This deliverable describes the progress made during the first ten months of the EDI-Net project, following the Horizon 2020 document template
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## Versioning and Contribution History

Version	Date	Modified by	Modification reason
v.01	28/11/2016	Carl Holland	First draft
v.02	09/12/2016	Carl Holland	Incorporate feedback from partners, additional sections
v.03	14/12/2016	Carl Holland	Incorporate feedback from partners, additional sections

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# 1 Progress Summary

## 1.1 Achieved results of the period

- Advisory Group established (MS1)
- Information tested with target groups (MS2)
- Evaluation integrated into data analytics (MS3)
- Deliverables D1.1, D1.2, D1.3 from WP1 submitted on time
- Deliverables D2.1, D2.2, D2.3 from WP2 submitted on time
- Deliverable D7.1 from WP7 submitted on time
- Deliverable D8.1 from WP8 submitted on time

## 1.2 Identified problems and deviations from the work plan

- There have been no significant problems experienced to date
- There has been a deviation in the work plan with regards to the deliverables due for Work Package 3. These were originally due in Month 8, but it was identified in Month 1 that working on these deliverables would not be possible until other deliverables, which were due after month 8, had been submitted. An agreement between the Project Co-Ordinator (DMU) and the Project Officer at the EU for these to be submitted in Month 12 has been agreed (see email dated 18/05/2016 from Cecile Kerebel to Paul Fleming). The formal amendment process has not been started yet
- The development of the EDI-Net data collection and analysis software is taking slightly longer to achieve than anticipated. In the Grant Agreement, the proposal is to re-use the software that was developed in the Smartspaces project, integrating it with the Big Data analytics developed by CIMNE. Software is available as per the grant agreement but the level of functionality on the analysis software is more limited than expected for the partner public authorities. We expect greater functionality when the participating public authorities start using the system in Spring 2017

## 2 Progress on Milestones

Listed below are the three milestones that are due to have been met at this stage of the project. Each milestone has been met.

Milestone Number	Milestone Title	Delivery Date (Annex 1)	Means of Verification	Achieved	If not achieved, forecast date	Comments
MS 1	Advisory group established	31.05.2016	Advisory group established	YES	N/A	An advisory group made up from organisations that provided letters of support has been established.
MS 3	Information tested with target groups	31.05.2016	Information tested with target groups	YES	N/A	The information has been tested with energy managers and building users.
MS 6	Evaluation integrated into data analytics	31.12.2016	Evaluation is part of data analytics	YES	N/A	The software is capable of evaluating energy performance

### **3 Consortium management in the period**

This section reports on the consortium management tasks and co-ordination activities in the period.

#### **3.1 Project Management Board Meetings**

The project consortium has met in person twice - the kick off meeting in Leicester in month 1 (two days), and the first Project Management Board (PMB) meeting in Frankfurt, Germany in month 7 (one day and a half). Both meetings were attended by all partners. An agenda is circulated and agreed before the meeting. Agenda items follow specific work packages and/or tasks. Partners are encouraged to use part of their time allotted to them to present their work, and then participate in a discussion forum with the remainder of their time. Meetings are minuted, with agreed actions and deadlines. The meetings are 'hosted' by a partner (kick off hosted by DMU, 1<sup>st</sup> PMB meeting hosted by Climate Alliance). The host provides details of recommended accommodation, travel to/from railway/airport, provides refreshments during the meetings, and arranges an evening meal to ensure efficient operation of the PMB.

#### **3.2 Teleconference Meetings**

On the third Monday of every month, the project consortium meets via a teleconference call using Skype for Business/Microsoft Lync. For each meeting, the agenda covers all of the eight work packages, using the notes from the previous month's meeting as a prompt. Action points are agreed for each meeting. The minutes of the meetings follow the tasks under each work package, with specific action items, persons responsible and deadlines in a table. As a reminder, all deliverables due under each work package are listed permanently, changing colour as they become due soon (red font) or submitted (grey font). In addition, work package leaders have arranged ad-hoc teleconferences, or face to face meetings, as necessary to ensure smooth delivery of the work packages.

#### **3.3 Quality Assurance**

The quality assurance requirements were detailed in Deliverable 1.1 due in Month 1. Empirica are responsible for ensuring that all deliverables meet these requirements. Quality assurance reports are uploaded with the deliverables. All reports identify good adherence to the QA procedures. As project co-ordinator, DMU has overall responsibility for ensuring that the project delivers according to the Grant Agreement and manages this responsibility through the PMB meetings and teleconferences.

## 4 Progress of work plan

WP1	Project Management
Key objectives	Progress
<p>Ensure smooth operation of all aspects of the project and proper implementation of the Consortium Agreement or to comply with provisions of the Contract and Consortium Agreement in respect of reporting including financial reporting</p>	<p>Task 1.1 and 1.2: The project is running smoothly with co-operation between all partners across all of the work packages and tasks.</p>
<p>Set up internal communications and ensure timely organisation and performance of consortium and meetings</p>	<p>Task 1.1 and 1.2: The project meets every 6 months – the kick off meeting took place in March 2016 in Leicester, and the first Project Management Board meeting took place in September 2016 in Frankfurt. In addition, on the third Monday of every month there is a project teleconference call. Both the face-to-face and teleconference meetings have been well attended and have proved valuable. Both are minuted, with action points. Ad-hoc meetings take place between partners to addresses specific WP issues.</p>
<p>Perform planning, internal progress control and technical evaluation of project progress</p>	<p>Task 1.3: At the monthly teleconferences, these issues are dealt with by work package. The PMB includes a technical overview to date and includes a discussion of the technical requirements for the remainder of the project.</p>
<p>Ensure project activities and service content conform to ethics and data protection principles</p>	<p>Task 1.5: D1.2 described the ethical and data management issues relating to the project. Each partner has a copy of this deliverable and contributed to its content. This is an ongoing issue as the project develops – specifically, issues are anticipated with regards to energy data from PPA’s and survey data.</p>

<p>Ensure project work achieves the highest quality measured against defined objectives</p>	<p>Task 1.6: Each deliverable in the project undergoes a rigorous quality assurance process to ensure it meets the standards expected, as described in D1.1. Each deliverable is tied to the tasks and milestones in the project.</p>		
<p><b>Progress regarding deliverables:</b></p>			
ID	Deliverable name	Month	Progress
D1.1	Quality Assurance plan	1	Delivered
D1.2	Data management plan	6	Delivered
D1.3	Progress report	10	Delivered
<p><b>Adaptations to the work plan compared to Annex 1:</b></p>			
<p>No adaptations have been made in this work package</p>			
<p><b>Key upcoming activities until the next periodic report:</b></p>			
<p>A continuation of project management, continuing management of all aspects of the project and work packages.</p>			

WP2	EDI-Net system preparation
Key objectives	Progress
<p>Adapt the existing CIMNE and DMU data structure and visualisation platforms to suit the requirements of the public authorities involved (Leicester, Catalonia and Nuremberg).</p>	<p>Task 2.2: The existing CIMNE and DMU data structures have been adapted and an integrated platform now exists. Meeting the requirements of the public authorities is an ongoing task, as their requirements change as the service is developed and they begin to use it. Minor issues with collecting data from Catalan and Nurnberg systems.</p>
<p>Design the resulting structure so that it is replicable in order to facilitate future exploitation of the services commercially and/or on a large scale.</p>	<p>Task 2.4: The back end of the integrated platform has been developed, with flexibility a priority in order to be able to cope with various data streams from recruited PPA's (roll out of the service in years two and three (and beyond) of the project will require the capability to analyse data in a variety of formats and types). Equally, the customer facing front end has also been developed with flexibility as a priority, allowing authorities to customize how their data is displayed, and visualized. A key aspect of the approach to the software is that users are able to generate the reports to meet their needs.</p>
<p>To work with Leicester, Catalonia and Nuremberg to check that the system requirements and building data available match and to find solutions in cases of mismatches or data gaps</p>	<p>Task 2.4: Data from each of the three pilot cities is available in the service. The EDI-Net service has been designed to be flexible and to take data in a variety of types and formats.</p>
<p>To test the suitability of the existing visualisation platform and adapt it to local requirements</p>	<p>Task 2.2 and 2.4: The visualization of the data is in the early stages of development, due to resources being focused on unforeseen data issues and delivering a flexible service. The objective is to go beyond the minimum i.e. the visualisations that were incorporated in the Leicester Smartspaces project. The</p>



	approach to this issue has been user led - feedback from partners on what type of visualisation are needed is incorporated.		
To present the design solution to the public authorities, get their feedback and incorporate this into the resultant system for the operative phase.	Task 2.6: The service was first presented to the three public authorities at the PMB in Frankfurt. Feedback was gathered at this meeting. Since then, the service has been developed, and the forum and monthly meetings have provided opportunities for further feedback to be received and incorporated into the development of the service.		
<b>Progress regarding deliverables:</b>			
ID	Deliverable name	Month	Progress
D2.1	Local Building - Database	6	Delivered
D2.2	Integrated platform	9	Delivered
D2.3	Online forum operational	7	Delivered
<b>Adaptations to the work plan compared to Annex 1:</b>			
<p>The development of the service has been adapted to address unexpected data collection and processing issues and to prioritise development of a flexible user led approach. In the Leicester Smartspaces project data were only handled from two sources, both of which were of the same type and in the same format. For EDI-Net, data will be collected from a minimum of 43 public authorities, thus requiring a more flexible system to handle the various data types and formats. Resources have been focused on this aspect of the service in its development to date. Equally, in Smartspaces users were limited in what they could do with their data. In EDI-Net, the system is being configured to enable public authority users to have greater control over their data, creating various options for customization of their data displays and visualisations.</p>			
<b>Key upcoming activities until the next periodic report:</b>			
<p>The service is in a state of continuous evolution, as with any software development. A test of the system (Task 2.4, Deliverable 2.4), data analysis and visualisations (Task 2.5 and Deliverable 2.5) and feedback from pilot authorities (Task 2.6, Deliverable 2.6) are all scheduled in the next eight months of the project. The</p>			

software will be used with the first 20 public authorities following the first training session planned for May 2017			
<b>WP3</b>		<b>Public Authority Operation</b>	
<b>Key objectives</b>		<b>Progress</b>	
To ensure that the support service is operational in the three partner public authorities and meets their needs. That feedback is provided to improve the service and that it is ready to then be offered to other Public Authorities.		Tasks 3.1, 3.2, 3.3, 3.4 and 3.5: Each of the three public authorities has been involved in developing the service, through testing and providing feedback via the online forum, at monthly teleconferences and at PMB meetings. The service is continually in a state of development, continuously being adapted in order to meet the needs of the public authorities.	
<b>Progress regarding deliverables:</b>			
<b>ID</b>	<b>Deliverable name</b>	<b>Month</b>	<b>Progress</b>
D3.1	Report on the operation of the three partner public authorities	8	This deliverable was originally scheduled to be submitted at Month 8 but an informal agreement between the project officer and project co-ordinator has allowed an extension to Month 12 (Email 18/05/2016). The extension is required as the deliverable is reporting on operation of the service, but at month 8 the service is not due to be in an operable state.
D3.2	League table and on line forum operational	8	This deliverable was originally scheduled to be submitted at Month 8 but an informal agreement between the project officer and project co-ordinator has allowed an extension to Month 12 (Email 18/05/2016). The extension is required as the deliverable is reporting on operation of the service, but at month 8 the service is not due to be in an operable state.

**Adaptations to the work plan compared to Annex 1:**

This work package focusses on testing the software and forum with the three partner public authorities. Some of the activities in this work package were not aligned correctly with the activities in WP2, which must take place first. Therefore, the start and submission date for the tasks and deliverables has been amended informally to take this misalignment into account.

**Key upcoming activities until the next periodic report:**

The forum is being used by each of the partner public authorities, by staff involved in the project and others employed by each partner public authority, as well as other partner organisations involved with the project. Once the service is fully up and running, all four of the target user groups can be invited to participate.

<b>WP4</b>	<b>Training material preparation</b>
<b>Key objectives</b>	<b>Progress</b>
To prepare the training and support material for the Public Authorities to enable them to effectively participate in the project and realise the potential impact	Some progress has been made with this objective, materials being prepared by the lead partner (quizzes, for example on limesurvey), a subsection opened on the web-site to prepare the guidelines. The majority of the tasks under this work package do not start until the second year of the project.
<b>Progress regarding deliverables:</b> No deliverables are due yet	
<b>Adaptations to the work plan compared to Annex 1:</b>	
No adaptations have been made in this work package	
<b>Key upcoming activities until the next periodic report:</b>	
Develop online training materials. Deliver 'overview of smart metering' deliverable.	

<b>WP5</b>	<b>Training and capacity building</b>
<b>Key objectives</b>	<b>Progress</b>
To deliver the support and capacity building to the Public Authorities	Work so far in this work package has involved developing a mailing list, recruitment letter in four languages, and a form on the EDI-Net website for interested public authorities to register with the project. A set of criteria to evaluate applicants has been developed. Further work, to support those that are enrolled, is yet to start.
<b>Progress regarding deliverables:</b> No deliverables are due yet.	
<b>Adaptations to the work plan compared to Annex 1:</b>	
No adaptations have been made in this work package	
<b>Key upcoming activities until the next periodic report:</b>	
Select and recruit first 20 public authorities (publicising the EDI-Net project to prospective partners is part of WP8).	

<b>WP6</b>	<b>Extension of services</b>
<b>Key objectives</b>	<b>Progress</b>
<b>Progress regarding deliverables:</b> No deliverables are due yet.	
<b>Adaptations to the work plan compared to Annex 1:</b>	
No adaptations have been made in this work package	
<b>Key upcoming activities until the next periodic report:</b>	
Work commences against this work package from Month 15. The EDI-Net service will be extended to public authorities recruited in WP5.	

<b>WP7</b>		<b>Evaluation of services</b>	
<b>Key objectives</b>		<b>Progress</b>	
To provide regular evaluation of the progress of capacity building and to provide the final evaluation of project		The evaluation strategy report has been delivered, and the baseline survey with the three pilot authorities is underway with close to 500 responses.	
<b>Progress regarding deliverables:</b>			
<b>ID</b>	<b>Deliverable name</b>	<b>Month</b>	<b>Progress</b>
D7.1	Evaluation Strategy Report	3	Delivered
<b>Adaptations to the work plan compared to Annex 1:</b>			
No adaptations have been made in this work package			
<b>Key upcoming activities until the next periodic report:</b>			
<p>The baseline survey in the three pilot authorities is underway, with close to 500 responses received so far. Once the survey is closed to further responses, an analysis of the data can take place to understand the baseline attitudes of staff at the three pilot public authorities. For the three pilot public authorities, mid-term interviews and the follow-up survey (T2) are due to take place in year two. For the 20 public authorities that will be recruited in year two, these will participate in the baseline survey and the mid-term interviews.</p>			

<b>WP8</b>		<b>Dissemination and communication</b>	
<b>Key objectives</b>		<b>Progress</b>	
<p>The overall objective of this work package is to increase the impact of the project among the target audiences of the project.</p>		<p>Progress has been made against this objective within the three pilot public authorities. Communication between energy managers and building users has already taken place on the forum. Communication with the other two target groups (decision makers and finance managers) will take place during the next reporting period, after the full service is made available.</p> <p>Dissemination materials have been developed. 8 presentations have been already held, 6 times the project was published in partners' newsletters and 2 articles have been published online. The project was presented at the annual Climate Alliance conference.</p>	
<p>To establish strong awareness in all its target group levels: Energy manager, Decision makers, non-energy professionals and building users.</p>		<p>Progress has been made against this objective within the three pilot public authorities. The forum is being used in each of the three pilot authorities between two target groups, to improve awareness. The remaining two target groups will be addressed in the next reporting period.</p>	
<b>Progress regarding deliverables:</b>			
<b>ID</b>	<b>Deliverable name</b>	<b>Month</b>	<b>Progress</b>
D8.1	Website launched	6	Delivered
<b>Adaptations to the work plan compared to Annex 1:</b>			
No adaptations have been made in this work package			
<b>Key upcoming activities until the next periodic report:</b>			
Publicity of the EDI-Net project to prospective partner public authorities across Europe. Launch of the helpdesk in M11, continuation of distribution of dissemination and communication materials.			



## 5 Progress regarding performance indicators

In Annex 1 (part B), there are no 'project performance indicators' for which we can report progress against. However, elsewhere in the Grant Agreement there are details of the *impact* that the project is anticipated to have - the number of public officers influenced; and energy, CO<sub>2</sub> and finance savings. Progress has been made against these objectives in the development and testing of the software and the use of the forum by the three pilot public authorities. At this early stage of the project, it is not appropriate to measure our performance.

Indicators	Variations
<b>1. Project specific indicators</b>	
Not applicable	Not applicable
<b>2. Common performance indicators</b>	
Primary energy savings triggered by the project funded (in GWh/year per million € of EU funding)	Too early to estimate
Total amount of money committed during the whole project by the beneficiaries and others participants in the project. <i>For CSA and close to market projects</i>	Too early to estimate
Total amount of money invested by the beneficiaries and others participants to replicate facilities / infrastructure / processes etc. that were developed during the project. <i>For CSA and close to market projects</i>	Too early to estimate
4- Total amount of money planned over a given time frame for investment by the beneficiaries and others participants in sustainable energy measures which will be triggered using EU financing.	Not applicable

<i>For projects under EE20 (project development assistance).</i>	
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## 6 Use of resources

All partners have reported that, to date, they have no major over or under spends, or major unforeseen expenses.