

ETSAP - ENERGY TECHNOLOGY SYSTEMS ANALYSIS PROGRAMME

Implementing Agreement of the INTERNATIONAL ENERGY AGENCY – IEA/AIE

MINUTES OF THE 62nd EXECUTIVE COMMITTEE MEETING

*held on Tuesday, December 11 (14.00 – 16.00), 2012, at the
Faculdade de Ciências e Tecnologia, Universidade Nova De Lisboa, Lisbon, Portugal.*

Table 1: Participants

N.	Country	Contracting Party	Delegate	Attended	Stand-ins
1	Belgium	BELSPO	Mrs. Anne FIERENS, Vice-chair	Yes	Mr Wouter Nijs
2	Canada	NRCan	Mr. Hertsel LABIB	No	
3	Denmark	DEA	Mr. Aksel Laurids BECK	Yes	Mr. Kenneth Karlsson
4	EC	JRC Petten	Mr. Arnaud MERCIER	Yes	Ms. Sophia Simoes
5	Finland	VTT/TEKES	Mrs. Pia SALOKOSKI	Yes	Mr Antti Lehtila
6	France	ADEME/EDMP/ DGEMPEDAD	Mr. Richard LAVERGNE	Yes	Ms. Sendrine Selosse
7	Germany	IER	Mr. Alfred VOSS, Vice-chair	Yes	Ms. Birgit Götz
8	Greece	CRES	Mr. George GIANNAKIDIS, OA	Yes	
9	Italy	CNR/IMAA ENEA	Mr. Vincenzo LAPENNA Mr. Umberto CIORBA	Yes	Mr. Giancarlo Tosato
10	Ireland	SEAI	Mr. Brian Ó GALLACHÓIR, Chair	Yes	
11	Japan	Government		No	
12	Korea	KEMCO	Mr. Kim Hoi Cheol	Yes	Mr Hong Souk, Shim
13	Netherlands	ECN	Mr. Marc LONDO	Yes	Mr Tom Kober
14	Norway	IFE	Ms. Kari Aamodt ESPEGREN	Yes	
15	Russian Fed.	ERI-RAS	Mr. Sergey FILIPPOV	No	
16	Spain	CIEMAT	Ms. Helena CABAL	Yes	
17	Sweden	STEM	Mr. Klaus HAMMES	Yes	Mr. Erik Ahlgren
18	Switzerland	PSI	Mr. Hal TURTON	Yes	Mr. Kannan Ramachandran
19	UK	DECC	Mr. Sanchia BAILEY	Yes	Mr. Paul Dodds
20	US	DOE	Mr. Carmine DI FIGLIO	Yes	Mr. Brian Ó Gallachóir

Officers:

Mr. GianCarlo Tosato,	ETSAP, Project Head, ASATREM srl, Italy
Mr. Gary Goldstein	ETSAP, Liaison Officer, GAMS, MARKAL, DWI, US
Mr. Amit Kanudia	ETSAP, VEDA Developer, KANORS-EMR, India.
Mr. Maurizio Gargiulo	ETSAP, TIMES training, E4SMA, Italy
Ms. Maryse Labriet	ETSAP, TIAM user's support, ENERIS, Spain

Guests:

Prof. Julia Seixas	UNL, Portugal	Mr Mathew Clancy	SEAI, Ireland
Ms. Grete Coldevin	The Research Council of Norway	Nagore Sabio	UCL, UK
Ms. Hannah Daly	UCL, UK		

Table 2: Agenda

No.	ITEM	DOCS
1	Quorum Count	
2	Adoption of the agenda	
3	Minutes of the 61st Executive Committee <i>(for the record)</i>	X1
4	IEA-ETSAP Implementing Agreement	
4.1	<i>Communication from the Secretariat</i>	X2
4.2	<i>Contribution of ETSAP to the activities of the Secretariat</i>	X3
4.3	<i>Participation in ETSAP</i>	
4.4	<i>ETSAP-TIAM model availability</i>	X4
4.5	<i>Training courses for ETSAP's tools</i>	X5
5	Annex XII (2011-2013): Policy Analysis Tools for Global Sustainability (PAT-SUS)	
5.1	<i>2012 Program of Work and budget: updates, projects to be financed</i>	X6
5.2	<i>Progress of current projects</i>	X7
5.3	<i>2013 Draft Program of Work and budget: discussion and adoption</i>	X6
5.4	<i>Confirmation of the participation fee for 2013</i>	
5.5	<i>Discussion on the preparation of the Annex XII Report</i>	
6	Annex XIII (2014-2016): Initial discussion	X8
7	Other business	
7.1	<i>Next workshop and ExCo meeting: Paris, June 17-18, 2013 before IEW-2013.</i>	
7.2	<i>Successive meetings</i>	
7.3	<i>Others</i>	

Opening

The Chair, Mr. Brian Ó Gallachóir, opened the meeting at 14:30.

1. Quorum Count

ETSAP has 20 Contracting Parties (CP), the quorum is 17. Four delegates attended in person and thirteen CP through their stand-ins (see above, Table 1). A quorum was present. The Chair commented on the high number of delegates and stand-ins present at the meeting as a positive sign of the active participation in ETSAP.

2. Adoption of the agenda

The Chair presented the agenda of the ExCo meeting. The agenda was adopted without changes (see above, Table 2).

3. Minutes of the 61st Executive Committee – for the record (Attachment X1)

The minutes of the 61st Executive Committee meeting were distributed to the CPs after the 61st meeting, comments were received and incorporated and the final version was adopted in August 2012.

4. IEA-ETSAP Implementing Agreement

4.1 Communication from the Secretariat (Attachment X2)

Mr. Remme was unable to participate in the meeting but he sent a report on the IEA activities (Attachment X2). This was briefly presented to the delegates by the Operating Agent. Regarding ETSAP, it was reported that the End Use Working Party (EUWP) decided in its 62nd Meeting held on 20-21 September 2012 to recommend that the cross-cutting IAs ETSAP and ETDE (Energy Technology Data Exchange), report directly to the Committee on Energy Research and Technology (CERT). In its 63rd meeting, held on 21-22 November 2012, CERT approved the change in the reporting requirements so that ETSAP reports directly to CERT. The Operating Agent participated in a workshop held by the “Energy Conservation through Energy Storage” IA, focussed on a new Annex on the “Integration of Renewable Energies by distributed Energy Storage Systems”. ETSAP was invited to participate in the workshops that the Annex will organise in order to interact with other experts and include distributed energy storage systems in our modelling tools.

4.2 Contribution of ETSAP to the activities of the Secretariat (Attachment X3)

The Operating Agent presented the contribution of ETSAP to the Secretariat activities according to Attachment X3. The Chair attended the IEA events in Beijing and presented ETSAP’s tools and activities, focussing on China. ETSAP also contributed to the Energy Technology Initiatives publication of the IEA with a description of the work and tools.

4.3 Participation in ETSAP

The Chair announced that Canada sent a letter starting the process of withdrawing from ETSAP after the end of the current Annex. The OA mentioned that Japan is currently in the list of Contracting Parties without active participation. The Chair suggested that Japan remains in the list, since there wasn’t an official request for leaving ETSAP. The delegates agreed to this proposal. The Chair mentioned that there after the IEA events in Beijing there was an increased interest in China to participate in ETSAP. The team working with ETSAP tools in Kiev suggested sending the Ukrainian Energy Ministry an official invitation to join. The Executive Committee was requested to re-iterate the invitation to China to participate and to invite Ukraine to join. The delegates approved both requests unanimously. An interest for participation was also expressed by Thailand, Singapore and Mexico. These will be actively followed up.

Mr Tosato requested that a letter will be send to Istituto per le Metodologie Ambientali Avanzate - CNR-IMAA, one of the two participating Institutes from Italy, who are not actively involved any more in ETSAP, informing them that if they will not express their willingness to participate actively in ETSAP in the next six

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months, they will be considered withdrawn at the end of this Annex (December 31, 2013). The Delegates agreed.

4.4 *ETSAP-TIAM model availability (Attachment X4)*

The Chair presented the proposal that ETSAP-TIAM should be restricted to paying participants of the Implementing Agreement. Ms Simoes expressed the concern of the EC that any action to restrict the use of ETSAP-TIAM should be checked legally and also pointed out that a non-paying Institute cannot claim to use ETSAP-TIAM. Mr Goldstein suggested that the LoA for ETSAP-TIAM could be amended to include a clause that if an Institute stops being a paying member they should return ETSAP-TIAM. Alternatively the GAMS license could be on an annual basis. Mr Dodds expressed a query on what happens in the case where changes are done to the model by the user so it is no longer ETSAP-TIAM. Mr Tosato suggested that one way is to prevent VEDA from working in Institutes that stopped paying. In this case the Institutes should pay for VEDA full license and pay the maintenance fee to KANORS-EMR. Mr Dodds suggested that any change to the rules should apply retrospectively and that in kind contribution to the development of ETSAP-TIAM could be considered as something that entitles an Institution to use the model.

The Chair proposed that an improvement to the LoA for the ESTAP-TIAM will be elaborated in order to include the various suggestions and also suggestions for the licensing of the model shells (ANSWER and VEDA) will be brought forward to the next Executive Committee meeting for discussion and approval.

Ms Cabal proposed that a fee is requested from Institutes that are not Contracting Parties but have access to ETSAP-TIAM under the approval of a Contracting Party. Mr Tosato suggested that this is something that has to be decided within each country since the situation is very different from country to country. It would be very difficult to come up with a rule that could be applied in all cases. Mr Goldstein suggested that there could be a limit to the number of ETSAP-TIAM user Institutes per country and ETSAP could charge a fee to the extra users per country. This could generate extra income for ETSAP.

The Chair proposed that the Executive Committee members should discuss the issue within their countries and there could be a more informed discussion in the next meeting, together with the updated LoA for ETSAP-TIAM. The delegates agreed.

4.5 *Training courses for ETSAP's tools (Attachment X5)*

The OA presented the proposals in Attachment X5. Ms Labriet asked if we know how many institutions started using the tools due to the training. According to Mr Gargiulo, who did most of the training courses, usually there are very few new users but there are people from Institutions that already use the tools.

Ms Espegren suggested that training courses should be given for ANSWER-TIMES in order to help ANSWER-MARKAL users to migrate to TIMES. Mr Goldstein suggested to offer MARKAL to TIMES migration courses which could be independent of the shell and also suggested to raise the training fee. However, as was noted by Mr Gargiulo, the fees are already high for non-OECD countries (as the experience of the last training course in South America shows), so any consideration of increasing the fees should be given further thought. Mr Dodds requested the more intermediate and advance courses should be given. Mr Gargiulo commented that these courses were given on request until now, and also that there is always an option for ANSWER-TIMES training during the ETSAP semi-annual meeting, but there is very limited interest so far (three registrations in Cape Town where a course was held and one registration in Lisbon).

Summarising, the Chair suggested to accept the proposal of having at least two training courses per year and of creating a document for advertising VEDA-TIMES basic, intermediate and advanced courses as well as ANSWER-TIMES courses along the lines of the example presented by the OA. A certificate will be issued to the participants of the ETSAP training courses and the OA will ensure the quality of the courses and the ability of the trainers. The delegates approved the proposals.

5. **Annex XII (2011-2013): Policy Analysis Tools for Global Sustainability (PAT-SUS)**

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5.1 2012 Program of Work and budget: updates, projects to be financed (Attachment X6)

The OA presented the income of fees for 2012 (Attachment X6). There are thirteen fees already paid and a commitment from four more countries to pay the 2012 fee. Also there are 14k€ collected as fees from the four training courses, that covered almost all the expenses of the training. The expenses of 2012 include the contracts which were already issued by the OA following the decisions of the 60th and 61st Executive Committee meetings. The OA presented the contracts issued and the amount paid.

The OA will proceed with the contracts for the projects ranked second to sixth in the 61st ExCo meeting (see point 6.2 of the minutes of the 61st meeting), namely:

1. Collaboration of a Common ETSAP-TIAM, Phase 2, to IER, Univ. Stuttgart, which will act as a project coordinator and will distribute the funding to the participating Contracting parties.
2. Training - Module 1 Complete base-intermediate incremental ETSAP-Demo model(s) with VEDA-TIMES, to Maurizio Gargiulo, Amit Kanudia, Gary Goldstein, Kathleen Vaillancourt.
3. VEDA-FE Attachment of models at run time, to KanORS-EMR
4. ETechDS Data Normalization and Handling for Modelling Use, Phase 1 to Maurizio Gargiulo and Giorgio Simbolotti.
5. VEDA-FE, Automatic creation of End-use B-Y templates from an Energy Balance, to KanORS-EMR,

since there are available funds. The delegates approved the expenses and the new contracts to be issued by the OA.

A new call for proposals will be issued for the next Executive Committee meeting in order to create a new priority list. Ms Espegren asked if countries that do not pay the annual fee can participate in ETSAP funded projects. Mr Tosato pointed out that ETSAP pays for the services of Institutions and companies that are not contracting parties.

5.2 Progress of current projects (Attachment X7)

The OA presented the progress reports submitted by the projects funded by ETSAP according to Attachment X7. The delegates approved the progress of the projects.

5.3 2013 Draft Program of Work and budget: discussion and adoption (Attachment X6)

The OA presented the proposed budget for 2013. This includes the following contracts and costs:

- The contract for the Project Head to Mr Tosato (€12,000).
- The fee of the Operating Agent (€20,000).
- Sponsoring the IEW Workshop in Paris with €6000.
- The contract for MARKAL updates and Liaison Officer to Mr Gary Goldstein (€12,250 plus travel expenses).
- The ANSWER Licenses for the Contracting Parties to Noble-Soft Systems, Ken Noble (€17,000 plus travel expenses for the participation in the workshops).
- The VEDA licenses for the Contracting Parties to KANORS-EMR, Amit Kanudia at (€17,000 plus travel expenses for the participation the workshops).
- The contract for three training courses and proceedings compilations to Maurizio Gargiulo at (€11,000 plus travel expenses).
- A contract of €15,000 for TIMES maintenance to Antti Lehtila, VTT.
- A contract of €10,000 for the maintenance of the ETSAP-Website to KANORS-EMR.
- A contract of €15,000 for the Annex XII report.

The delegates approved the budget proposal.

5.4 Confirmation of the participation fee for 2013

The participants confirmed the participation fee of €20,000 for 2013.

5.5 *Discussion on the preparation of the Annex XII Report*

The Chair commented that it is critical to include in the report of Annex XII, the many applications of ETSAP's tools in policy analysis and peer review publications. On this point Ms Simoes commented that many official country submissions for GHG emissions are based on TIMES. Ms Coldevin added that not only for the Annex report but also for the reporting to CERT, ETSAP should present the policy applications in which our tools are used. Mr Nijs commented that the Annex report should be more easily accessible on the ETSAP website.

The report of Annex XII has to be prepared by the end of 2013, and a draft should be available at the last Executive Committee meeting of the Annex in autumn 2013. Therefore the work should be assigned at the next ExCo meeting in June. In order to proceed, the Chair asked from the participants to submit ideas to the OA on the structure of the report and on the points that should be included in the report, in the next weeks after the ExCo meeting.

6. **Annex XIII (2014-2016): Initial discussion** (*Attachment X8*)

The OA presented in detail the first draft of Annex XIII to the participants.

Ms Coldevin commented that the objectives up to now are mainly focussed on the research and development, but since the policy applications of the tools are also important maybe this should be included in the objectives of the Annex. A small discussion took place on whether the research points should be rather broad or very detailed. The Chair summarised the discussion by asking from the participants to send comments and proposals on the Annex XIII text, by the 30th of March.

In the next meeting a session could be foreseen on discussing the proposals, since the new Annex has to be finalised and accepted by the Executive Committee in the meeting in June.

7. **Other business**

7.1 *Next workshop and ExCo meeting: Paris, June 17-18, 2013 before IEW-2013.*

The next workshop will be held in Paris on June 17-18, 2013 before IEW-2013 which will be held on June 19-21, 2013. Mr Tosato informed the delegates that ETSAP is trying to organise a plenary session in IEW-2013 on Energy Technologies.

7.2 *Successive meetings*

The delegate of Denmark offered to host the autumn 2013 meeting and the delegate of Spain also offered the possibility of holding a meeting there. The delegate from the Republic of Korea offered to examine the possibility of hosting the meeting in autumn 2013.

7.2 *Others*

Mr Goldstein informed the participants that the i-Cloud project is progressing, at a slower rate than expected. He will prepare an update note on the progress of the project and submit it to the OA to be distributed to the participants. Mr Goldstein also informed the participants that GAMS is thinking of introducing a run-time license, which could be used only with ETSAP's tools at a much lower rate than the full license, and remove the outreach license option. If there is interest from the participants the application will require some contribution from Mr Lehtila, Mr Noble and Mr Kanudia on the operation of TIMES and the shells. Mr Goldstein will prepare a document describing the approach for runtime license and outreach license which will be distributed to the participants.

The Chair closed the meeting at 16:15, thanking Prof. Julia Seixas for hosting the workshop.

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Annexes

- X1 *Minutes of the 61st ExCo meeting, held in Cape Town, Saturday, June 23, 2012*
- X2 *Communication from the Secretariat*
- X3 *Contribution of ETSAP to the activities of the Secretariat*
- X4 *ETSAP-TIAM model availability*
- X5 *Training courses for ETSAP's tools*
- X6 *Budget for 2012 and proposal for 2013*
- X7 *Progress of current projects*
- X8 *Annex XIII "Tools for Analysis of a Future Energy Revolution (TAFER)", first draft*