

INTERNATIONAL ENERGY AGENCY  
ENERGY TECHNOLOGY SYSTEMS ANALYSIS PROGRAMME

Petten, 16 October, 2001

MINUTES OF THE EXECUTIVE COMMITTEE MEETING, 17 May 2001

**Location:** Unindustria Venezia  
Cà Mocenigo Gambara  
Accademia, Venezia, Italy

**Country representatives:**

|  |             |
|--|-------------|
| Mr. Ken Noble                          | Australia   |
| Mr. Hertsel Labib                      | Canada      |
| Mr. Pekka Piriälä                      | Finland     |
| Mr. Christoph Schlenzig (for Mr. Voss) | Germany     |
| Mr. GianCarlo Tosato                   | Italy       |
| Mr. Masahiko Ishigami                  | Japan       |
| Mr. Heeshung Shin                      | Korea       |
| Mr. Koen Smekens                       | Netherlands |
| Ms. Anna Krook, (for Ms. Wallin)       | Sweden      |
| Mr. Socrates Kypreos                   | Switzerland |
| Mr. Phillip Tseng (chairman)           | USA         |

**Guests:**

Mr. Amit Kanudia, McGill Un., Canada  
Mr. Buddy Garland, US-DoE, USA  
Mr. Gary Goldstein, DWI, USA  
Mr. Douglas Hill, USA  
Mr. Osamu Sato, JAERI, Japan  
Mr. Carmen deFiglio, IEA Secretariat  
Mr. Fridtjof Unander, IEA Secretariat  
Mr. Tom Kram, Project Head, Operating Agent

## Opening

The Chair, Phillip Tseng, opens the meeting at and thanks the hosts, ENEA and Unindustria Venezia for the excellent organisation and venue. He also noted the interesting times for ETSAP, reflected also by the very full agenda. On behalf of the hosts Giancarlo Tosato noted he was very glad to have all attendees gathering in Venice and their co-operation for a smooth operation of the event. The joint session with Unindustria Venezia and the Kyoto Club has received ample attention from local papers, TV and radio.

## 1. Agenda

The agenda was adopted as presented:

1. Adoption of the Agenda
2. Adoption of the Minutes of the Meeting of October 18, 2000
  - Business Arising
3. Election of Officers
4. Discussion of Revised Guidelines for End-of-Term Report
5. Annex VII
  - Participation
  - Report on 5<sup>th</sup> Workshop
  - Financial Arrangements
  - Programme of Work
  - Contributions to other projects
6. Proposal Annex VIII (Cost Sharing)
  - Discussion of draft proposal and procedure
  - Indication of interest to participate
7. Proposal Annex IX (Task Sharing)
  - Discussion of draft proposal and procedure
  - Indication of interest to participate
8. Other business
  - Next Meeting(s)

## 2. Adoption of the Minutes of the Meeting of October 18, 2000

There were several small typing errors in the minutes, noted by Ken Noble. The corrected version of the minutes is enclosed as attachment.

### *Business Arising*

The Legal Counsel of the IEA secretariat advises that the language used in earlier minutes to confirm the participation of Finland is not entirely correct. It is decided to include the proper wording under item 5 - *Participation* to redress the error and subsequently initiate the signing procedure.

### **3. Election of Officers**

Belgium submits a motion to invite the chairman (Phil Tseng, US) and vice chairmen (Giancarlo Tosato, Italy, and Mr. Ishigami, Japan) to extend their function up to and including the Spring 2002 Executive Committee meeting. This motion, seconded by Sweden and not challenged by any member, is adopted unanimously and the officers accept.

### **4. Discussion of Revised Guidelines for End-of-Term Report**

Committee members are advised to take note of the revised guidelines and to give comments until the beginning of June 2001 to the Operating Agent and the Chairman. Collated comments will then be forwarded to the IEA secretariat. It was noted that the End-of-Term for ETSAP is not until two years, but that timely action to prepare an EoT Report is needed in the course of a next 3-year Annex. Preparations should be synchronized with the meeting schedule of the End-Use Working Party.

### **5. Annex VII**

#### *Participation*

The Executive Committee unanimously invited the Government of Finland, or any entity designated by it, to become a Contracting Party to the ETSAP Implementing Agreement. The Committee was advised that, due to budget problems, Norway sees no way to continue participation in Annex VII. A renewed active participation in future activities, organised strictly on task-sharing basis, is considered seriously if and when such tasks are initiated. Committee members were advised to consult the IEA website for Implementing Agreements where a lot of useful information on formal issues can be found, including brochures and formal requirements of active participants. The address of the protected site is: [www.iea.org/impag](http://www.iea.org/impag) with user login: impag and password: brandy. There exists another site on CERT activities, for details on access conditions please contact the IEA secretariat.

Regarding the issue of dormant members no immediate action is required, but a model letter on the procedure for withdrawal is prepared and developments should be followed closely.

#### *Report on 5th Workshop*

The chair referred to his opening remarks and thanks once more the hosts for providing a magnificent meeting place. GianCarlo Tosato advised that Proceedings be put on the ETSAP website, with links to the relevant local hosts. Phillip Tseng supports this suggestion and adds that the presentations on China were specifically interesting and insightful and noted the very good progress on TIMES reported, and the promising SAGE developments at the US Energy Information Administration.

### *Financial Arrangements*

The OA presented the final balance for 2000 and the status until March 30, 2001 together with the resulting budget overview for the remainder of Annex VII. As announced, from this time forward all information is given in euro. Given the discussions on contributions to the ETP study of the IEA and funds required to complete software development timely, the remaining budget including contributions into the R&D Fund appears just about sufficient.

### *Programme of Work*

Software developments: the original ambition of Annex VII was to have the TIMES model ready for operation under an Expert Shell, not fit for widespread distribution. In the meantime prospects for a next step, that is a User's Shell, indicate this may even be achievable within the time and budget constraints. While substantial progress is reported on the German MESAP-TIMES system, for ETSAP the highest priority is given to focus support on the VEDA interface. With this in mind, future TIMES users may have a choice. Further validation of TIMES is still needed, and a reduction algorithm seems indispensable for large-scale applications. With these caveats, the Committee decides to give a mandate to the Operating Agent and Chairman to develop a plan and allocate the means necessary to complete the TIMES model and shell to secure its availability for use in the IEA ETP study.

### *Contribution to other projects*

The discussion focussed on contributions to the IEA ETP (Energy Technology Perspectives) study, see also above. During the Workshop the options and implications were discussed at considerable length, and the widespread commitment is illustrated by many offers for in-kind contributions. Together with allocation of ETSAP budget to support software development as needed for ETP, and prospects for funding from IEA the plans can be pursued. The Operating Agent will work with several participants closely involved, the IEA secretariat and the Chairman to develop concrete plans.

## **6. Proposal for Annex VIII (cost sharing)**

### *Discussion of draft proposal and procedure*

In line with discussions at the previous meeting, and taking note of the favourable prospects for synergy between the main goal of Annex VIII (to develop the capability to perform a Global Technology Overview (GTO)) and the requirements of the IEA ETP study, the main focus of Annex VIII remains unchanged. Comments received will be incorporated in a revised version, to be presented before the next meeting.

### *Indication of interest to participate*

A quick round-the-table indicates considerable interest among most Contracting Parties, without firm commitments, to participate in an Annex VIII on a cost-sharing basis similar to Annex VII.

## **7. Proposal for Annex IX (task sharing)**

### *Discussion of draft proposal and procedure*

During the preceding Workshop, ample time was spent on discussing the merits and drawbacks of considering a second Annex, operating exclusively on a task-sharing basis with just minimal administrative and secretarial support from the Operating Agent as necessary to secure communication and initial development in parallel with Annex VIII. The basic idea was welcomed, but many questions and issues remain unanswered. To clarify the options further, and to minimize risks, the Committee decided to postpone a decision on Annex IX until a sufficiently sound Annex VIII is established with sufficient core budget to allow for conducting an adequate Common Programme of Work to secure the future of ETSAP. Many suggestions for possible topics were made, but further preparations are deferred in light of the above consideration.

*Indication of interest to participate*

A quick round-the-table indicates considerable interest in the various topics suggested for an Annex IX on a task-sharing basis.

## **8. Other business**

*Next meeting(s)*

Following up on the earlier initiatives it is decided to accept an invitation from the Chinese Energy Research Institute (ERI) to meet in Beijing in October 2001. This to enhance cooperation with the various ongoing projects in China. An ETSAP delegation attending a modelling workshop in Beijing in May will discuss these plans further. Fridtjof Unander noted the possibility to organise the meeting back-to-back to, or jointly with, a planned IEA seminar in the context of their Non-Member Countries programme.

*Final report on Annex VII*

A plan for production of a final report on Annex VII in a similar format as the one made for Annex VI, and ready by the end of 2001, was adopted as presented. A draft version will be made available by the fall meeting.

Attachments:

- Minutes, October 2000
- Financial Report until March 30, 2001